California Baptist University
CBU Assessment of Educational Effectiveness Committee
October 16, 2002 Committee Minutes

Members in Attendance: J. Parker, G. Reeder, M. Moore, J. Cate, A. Stumpf, P. Martinez

1. The meeting began with an opening prayer

2. Minutes from the Assessment of Educational Effectiveness Committee meeting from February 27, 2002 were reviewed and approved.

3. The new design and organization of the CBU Assessment Web Page was reviewed and discussed. The hierarchical nature and relationship of the many pages was explained. Two suggestions for improvement were made. They were to add a spot for Job Descriptions in the “Primary Source Documents” section, and to add a chart to display the timeline for program reviews across the University. Everyone was encouraged to continue to review these pages and provide additional recommendations.

4. The draft focus area 4 self-study section was the next item for review in the meeting. The intent to provide the self-study to the visiting team on-line as well on a CD was explained. The concept of including hot links and specific references to the Assessment Web Page within the self-study was also discussed. Numerous suggestions for enhancement and clarification were made. These changes will be made on the self-study document that is located on the Academic Affairs WASC public folder. Committee members will be given “Editor” access so they can contribute to the editing of the document. Specifically, Marilyn Moore will look at areas in this document to which she might add some information on faculty involvement and academic quality. In addition, Gail Reeder will review areas on program reviews to attempt to enhance discussions. Phil Martinez will develop some graphic depictions of the Nichols Model process and its linkage to other university processes. Amy Stumpf will review the sections regarding measures to determine how and to what extent students have achieved goals.

5. Again, all in attendance were encouraged to periodically review the document in the public folder and provide enhancements as appropriate. The next meeting will be scheduled in late November to again review the progress of this portion of the self study.

6. The meeting was adjourned at 2:52 p.m.