

Office Memorandum



To: 2019-2020 Educational Effectiveness and Assessment Council (EEAC) Members
From: Jessica Dennis and Veena Prabhu, EEAC Co-Chairs
Subject: Notice of Meeting and Agenda

An Educational Effectiveness & Assessment Council meeting is scheduled for:

Date: September 11, 2019

Time: 10:00 - 11:30 a.m.

Place: Library Dean's Conference Room (LIB N B137)

AGENDA

1. Call to Order
2. Introductions
3. Approval of the Minutes of the meeting from 4/17/19
4. Announcements and Reports:
 - a. Assessment Mini-Grants (due October 1)
 - a. *Friday, September 13, 1-2 p.m.*
 - b. *Monday, September 16, 12-1 p.m.*
 - c. *Wednesday, September 18, 2 -3 p.m.*
 - d. *Thursday September 19, 10-11 a.m.*
 - b. Fall workshops:
 - a. *Strategies for Collecting Program Assessment Data, Thursday, October 24, 3 – 4:30 p.m.*
 - b. *Examining Information Literacy Across the Curriculum, Thursday, October 31, 3 – 4:30 p.m.*
 - c. *Examining Civic Engagement Across the Curriculum, Friday, November 8, 10a.m. – 11:30 a.m.*
 - d. *Examining Diversity Across the Curriculum, Thursday, November 14, 3 – 4:30 p.m.*
 - c. WASC Accreditation Update
 - d. Annual Assessment Reports summary from 2018-2019
5. Discussion Items:
 - a. 5-year Institutional Assessment Plan
 - b. Collecting and consolidating assessment of written communication, critical thinking, and quantitative reasoning from 2018-2019
 - c. Information Resources assessment
6. Future EEAC Meetings (Fall 2019: 9/11, 10/9, 11/13; Spring 2020: 2/12, 3/11, 4/8). Tentative items (subject to change):
 - a. GE Assessment Plan
 - b. Report from Institutional Effectiveness on surveys
 - c. Institutional Review Board (IRB) guidelines handout
 - d. Carnegie Application update
 - e. Career Center update
7. Adjourn
