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President

**College of Micronesia – FSM  
Committee (Working Group) Minutes Reporting Form**

**Committee or Working Group:** Assessment Committee (FINAL MINUTES)

**Date:** 02/26/10 (Friday)      **Time:** 1:00 PM-2:00 PM      **Location:** President's Conference Room

**Members Present/Absent:**

Titles/Reps	Name	Present	Absent	Comments
Director, IRPO	Jimmy Hicks	X		
Director, Academic Program	Karen Simion	X		
Director, VCCE	Grilly Jack		x	
Chuuk Campus IC	Alton Higashi		X	
Kosrae Campus IC	Nena Mike		x	
Pohnpei Campus IC	Maria Dison		X	
Yap Campus IC	Jon Berger		X	
FSM FMI IC	Kasiano Paul		X	
Faculty Staff/ Senate Rep	Joseph Saimon		X	Travel
Faculty Staff/ Senate Rep	Faustino Yarofaisug	X		
Faculty Staff/ Senate Rep	Frankie Harris		X	
Faculty Staff/ Senate Rep	Gardner Edgar		X	
Faculty Staff/ Senate Rep	Marlo Gorospe		X	
Faculty Staff/ Senate Rep	Skipper Ittu		X	
Registrar	Joey Oducado	X		
Student Services Rep	Reedson Abraham		X	
Administrative Services Rep	Gordon Segal	x		
CRE Rep	Jackson Phillip		x	Travel

**Additional Attendees:** Raleigh Welly (recorder) IRPO staff

**Agenda/Major Topics of Discussion:**

- Review of Presentation on Learning Outcomes by Amy Driscoll from the WASC Level II Assessment Training
- FY 2011 Performance Base Budget – process and procedures for initial review of the FY 2011 performance budget outcomes/objectives in preparation for development of program/office assessment plans.

**Discussion of Agenda/Information Sharing:**

- Review and Discussions for the WASC Level II Assessment training by Dr. Amy Driscoll  
The presentation from Dr. Driscoll was entitled Why Learning Outcomes? A Scholarly Response. It covers the why, what and how of student learning outcomes from student, faculty and institutional support angles and provided the basic research supporting the learning outcomes approach. Most is not all of the issues addressed by the presentation are covered in detail in the college's Institutional Assessment Handbook located on the IRPO web site.
  - **The Chair would encourage all members to share Dr. Driscoll's presentation with their campuses or areas they represent.**
- FY 2011 Performance Base Budget – process and procedures for initial review of the FY 2011 performance budget outcomes/objectives in preparation for development of program/office assessment plans.

- The college's performance budget 2011 has been approved by the BOR and submitted to the FSM Government. This is the first time for the college to submit a full performance budget.
- The budget includes campuses, offices and program outcomes and objectives for 2011 and there is a need to turn the outcomes/objectives into assessment plans before the beginning of fall semester 2010.
- Agreement was reached to review the Administrative Services component of 2011 budget as a group and then assign groups for review of the additional budgets.
  - Focus of the review is on 1) Are the outcomes/objectives SMARTer and 2) do the outcomes/objectives lend themselves to being assessed.
  - *Members are requested to review the first two outcomes/objectives for each component/office under administrative services prior to the committee's next meeting. The Administrative services budget for 2011 can be found at <http://www.comfsm.fm/national/administration/VPA/researchdocs/irpo.html> under what's new and Performance Budget FY 2011.*

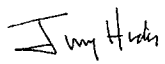
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**Comments/Upcoming Meeting Date & Time/Etc.:**  
 ▪ March 12, 2010 (pending clarification of timing of interviews for accreditation site visit)

**Handouts/Documents Referenced:**  
 ▪ Presentation: Why Learning Outcomes? A Scholarly Response by Amy Driscoll pdf file from WASC Level II Assessment Training  
 ▪ FY 2011 Budget Administrative Services

<b>Prepared by:</b>	Raleigh Welly & Jimmy Hicks	<b>Date Distributed:</b>	02/26/2010
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**Approval of Minutes Process & Responses:**  
 No comments received for changes.

<b>Submitted by:</b>	 Jimmy Hicks	<b>Date Submitted:</b>	3/11/2010
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<b>Summary Decisions/Recommendations/Action Steps/Motions with Timeline &amp; Responsibilities:</b>			
1. Assessment plans based on FY 2011 Budget must be submitted and reviewed by appropriate committees (including assessment committee) by the beginning of fall semester 2010.			
<b>Action by President:</b>	<b>Item numbers:</b>	<b>Date:</b>	<b>Comments/Conditions:</b>
Approved:			
Approved with conditions:			
Disapproved:			

approved  
3/12/10