1. Assessment Committee

2. Chair: Patrick Patterson

3. Membership:
   - Assessment Coordinator: ________________
   - CPC Chair (or liaison, to be chosen by the CPC): Kara Kam-Kalani
   - FSEC Chair (or liaison, to be chosen by the FSEC): Jessica Kaniho
   - SSEC Chair (or liaison): Steven Shigemoto
   - Dean of Academic Support (ex-officio): Wayne Sunahara
   - Student Senate Representative: Jacob Choe
   - All UC Division Chairs: Kara Kam-Kalani, Femar Lee, Alapaki Luke, Jeff Stearns
   - UC Hawaiian Programs: Ka‘iulani Akamine
   - Tech I Division Chair: Bert Shimabukuro
   - Tech II Division Chair: Jim Poole
   - Distance Education Coordinator: Ross Egloria
   - Student Services Representative: Silvan Chung
   - Administrative Representative (two year term): Russell Uyeno
   - Institutional Researcher: Steven Shigemoto
   - Accreditation Liaison Officer: Marcia Roberts-Deutsch
   - Faculty Representative: Pat Patterson (convener)

4. Summary of key “major” issues with the action taken; should be able to copy/paste from your committee’s minutes.
   
   A. Review of ARPD Documents - Membership
      The committee agreed to review only ARPD 5-year documents. This will allow the committee to review five to six documents a year in relative detail, and have meaningful discussions which can then be reflected in the minutes of our committee meetings and sent to program deans as formal Assessment Committee feedback.

   B. The committee reviewed the draft of the Institutional Effectiveness Assessment Handbook for use as a set of guidelines for assessment on campus.

   C. The Committee reviewed ACCJC, AEC, Liberal Arts, and all Tech 1 ARPD. Results of these reviews can be found in the minutes. Primarily the committee used these reviews as an opportunity to clarify how ARPD data sets affect program health calls, how the ARPD links with budgeting, and whether it is possible to influence the choice of data provide by the system to more accurately reflect program health based on data that is relevant to program realities including student goals, and more realistic projections of employment opportunities for graduates.

   D. The committee voted to support the new CCIE committee structure which makes the Assessment Committee into the Assessment Task Force and reduces membership in an effort to gain more control over the overlapping purviews of Assessment and the current Accreditation Oversight Committee. The FSEC approved this change, which will take effect next academic year.