Members present: Sterling Foster, Kyle Higa, Charles Miller, Patrick Patterson, Steven Shigemoto.

The meeting was called to order at 11:04 a.m. by Chair Sterling Foster. Kyle Higa agreed to serve as Recorder.

The Agenda was adopted without changes.

The Minutes of the January 2015 meeting were presented for approval with two revisions. Sterling moved and Patrick seconded that the minutes be approved; members voted unanimously to approve.

Mid-Year Reports and Responses:

Accreditation Liaison Officer (AcTF): No Report.

Assessment Coordinator (AsTF): The Database Working Group requests a test run prior to implementing Sharepoint campus-wide. All of the documents, with the exception of test databases systems created by Mike Meyer, will be deleted. The testing will be done using dummy documents and tags e.g. College, Division and Department for search purposes.

It was suggested that six to eight volunteer units pilot-test various assessment tools. Writing Intensive (WI) and Math will identify a tool. Early Childhood Education (ECE) will pilot LiveText while Automotive will pilot NATEF.

Charles mentioned that Tags & Notes may be phased out. If that is the case, then an alternative search method will need to be identified.

New Business:
Possible changes to the AOC’s Campus Survey draft were discussed and changes will be forwarded to Cynthia Smith.

The next CCIE meeting is scheduled for Friday, April 24 in 2-614 at 12:00 p.m.
We will tentatively schedule a meeting on Friday, March 20 if we need to meet in March.

The meeting was adjourned at 11:52 a.m.