

Continuous Improvement Committee
Minutes - October 11, 2011

The meeting started at 2:00 PM.

Members in attendance:

Mina Balamoune, Tom Barton, Bruce Fortado, Cheryl Frohlich, Lynn Jones, Antony Paulraj.

Lynn went over the following:

1. Assurance of Learning process and timeline in general.
2. Coggin College of Business Assessment process and timeline.

Lynn also specified the role of the continuous improvement committee in the assessment process. The committee is charged to come up with the following by February 2012:

1. Standardized terminology for assessment (i.e., ranking performance)
2. Discuss and decide on the assessment cycle for each learning objective (i.e., when and how often each learning objective will be reviewed).

The group decided to meet in November to start discussions on the above two items. The meeting was adjourned at 2:55 PM.