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| [Donnelly College](http://www.donnelly.edu/) | **Assessment Council Meeting**  Tuesday Oct. 20, 2020  1:30-2:30 Rm. 215  F2F/Remotely via MS Teams |

*Meeting Minutes: Oct. 20, 2020*

***Present:***  *Mary Pflanz, Melissa Lenos, Tyler Johnson, Richard Wallace, Megan Jordan, Ana Maradiaga, Aruna Rao, Katy Siebert, Gretchen Meinhardt, Joe Multhauf, Amanda Crowe, Lisa Stoothoff*

***Regrets:*** *Jennifer Bales, Laura McKnight, Patricia Palmietto, Joe Multhauf, Yvonne Telep*

Richard Wallace called the meeting to order at 1:40 PM took a moment of silence.

Megan moved to approve the agenda; Katy Siebert seconded the motion. The agenda was approved with a voice vote.

Katy moved to approve the minutes from the meeting on 10/6/2020; Melissa seconded the motion. The minutes were approved with a voice vote.

Amanda led the discussion over Curriculum Revision of BS 232, Business Law II. Major changes to the course are: Course Description, Textbook changes, addition of Case Studies, BS 232 was revised to exclude terminology that describes it as a “continuation of BS 231, Business Law I. SLOs are aligned with other colleges and universities to promote transferability. Richard put to a vote to approve the revision; Ana Maradiaga moved to approve, and Katy Siebert seconded, all approved with a voice vote.

Amanda led the discussion over Curriculum Revision of BS 103, Personal Finance. Major changes to the course are: Textbook changes as well as a novel that reinforces financial literacy “Get a Financial Life”, reading important to the course with application coursework, description updating terminology, SLOs move away from creating a budget and emphasis is places on savings strategies and goals. Lisa noted that the mapping would need to change. Richard put to a vote to approve the revision; Katy moved to approve, and Gretchen seconded, all approved with a voice vote.

Aruna led the discussion over the Revision of IT 216. She did not change the Course Description; she did change the SLOs on the table in the syllabus and removed the Prerequisite of IT 104 and changed the Prerequisite to IT 111. Lisa asked her to take out the “Introduction to” wording on the syllabus as we are not changing the name of the course. The course will remain IT 216, Unix Operating System. Richard put to a vote to approve the revision; Ana Maradiaga motioned to approve with changes to the syllabus and Katy seconded, all approved with a voice vote.

Aruna led the discussion over the Course Removal of IT 104. IT 104 was prerequisite for IT 210 and IT 216. Changes were made to IT 210 and approved on 4/21/2020 and changes were approved to IT 216 on 10/20/2020. The material that was covered in IT 104 is now covered in IT 111 (which was approved in winter of 2020) and this course is no longer needed. Richard put to a vote to approve the removal of IT 104; Megan motioned to approve, and Tyler seconded, all approved with a voice vote.

Aruna led the discussion of the Course Removal of IT 126. IT 126 is considered redundant due to the curriculum covered in IT 111. Richard put to a vote to approve the removal of IT 126; Gretchen motioned to approve, and Katy seconded, all approved with a voice vote.

Lisa congratulated the Assessment Council on the 10/6/2020 meeting in room 119. Suggested that we keep the momentum going for Assessment Day 2021 and to start thinking about what the January Workshop will look like. Program Reviews and Assessment Plans should be the focus for the 11/3/2020 meeting.

Meeting was adjourned at 2:10 PM

Respectfully submitted by Richard Wallace 10/20/2020