

Eastern Florida State College
CT Subcommittee Meeting
Minutes 10/20/2015
Conference Call

Attendees.

Carrie Wells, Bob Canger, Dr. Ethel Newman, Donovan Cox, Bill Fletcher, Dr. Synthia Doaks, Bill Klein, Dr. Jayne Gorham, Dr. Dan Wagner, Domanique Culpepper, Andrew Eisler

- I. **Minutes of the last meeting:** Sent out via email for vote.
- II. **AA/CT Separation.** Group discussed their want to remain neutral on votes that would influence the AA assessment process as they are not participants.
- III. **PASS:** The PASS system is closing for Summer 15 data. Kimberly Greene sent out a notice to all PASS participants. It is also undergoing improvements for Spring 15 collection. Defaults for the system will now be blank rather than preselected. Decision was made to send notice of PASS data collection to involved instructors, their program managers, and their department chairs in order to improve communication.
Motion: Bill Klein, Andrew Eisler (second)
Proposed changes to PASS should be put into effect beginning Spring 2015.
- IV. **Closing the Loop.** With the Fall 15 PASS entry deadline in December 2015, programs can begin closing the loop (making suggestions for changes based on data analysis) in early Spring 16 (January/February). Planning and Assessment will deliver an aggregate report to all PASS programs.

Minutes respectfully submitted by Carrie Wells.