I. Minutes of the January 13th meeting were approved with corrections.

II. Old Business

   a. Stephanie Triplett briefed the committee on her presentation of the Fall Syllabi Report & Recommendations to the Faculty Senate.

      i. The committee agreed to change recommendation #2 to reflect “department chairs & deans” instead of only department chairs.

      ii. The committee agreed to change instances of “encourage” to “facilitate” in recommendations #2 & #3

   b. The committee reviewed a request from the Faculty President to provide a breakdown between Main & Lake campus results in the syllabi review.

      i. In order to protect faculty anonymity the committee decided to provide a summary for each college.

III. Assurance of Learning Committee update

   a. Dr. Aitken informed the committee that the Assurance of Learning Committee is currently working on program outcomes

   b. The next step will be to align with individual course outcomes and develop a curriculum map

IV. Prior Learning Assessment

   a. Dr. Brun informed the committee of the American Council of Education’s “Guide to the Evaluation of Educational Experiences in the Armed Services”.

   http://www.acenet.edu/news-room/Pages/Military-Guide-Online.aspx

V. Spring Syllabi Review

   a. The committee agreed the next syllabi review would cover Element 5 (Social Science) of the Wright State Core.

   b. Dr. Brun will work with Stephanie Triplett & Bryan Nethers to build and distribute the survey via email.

VI. Adjourn – The next meeting will be March 23, 2016 at 3:35pm in 138 Fawcett