

## ***Assurance of Learning Committee Charge***

### **1. Membership:**

- A representative from each business department as nominated or assigned by the department chair.
- The Associate Dean or a Dean's designee shall serve as Chair of this committee.
- Membership on this committee shall be for one year with no term limits.
- At no time should there be more than one member from any one discipline (Accounting, Finance, Management, Marketing, and MIS) with the exception of the committee chair.

### **2. Responsibilities:**

The Committee shall

- i. Establish and modify, as necessary, the appropriate assessment cycle and process for all business programs;
- ii. Identify and assign appropriate groups to carry out each assessment task, including but not limited to gathering baseline data, gathering on-going performance data, analyzing the performance data gathered, recommending actions for change, and reporting on outcomes assessment;
- iii. Prepare college's assessment reports; and
- iv. Committee members shall act as liaisons between the assessment committee and their departments/disciplines.
- v. Perform other relevant duties as charged by the Dean.