

**AAC Notes**  
**October 11, 2017**  
**3:00-4:00**  
**MAC 620**

**Present:** Kirk Jones, Christine Thompson, Cullen Haskins, Jessica Spooner, David Barnes, Patrick Casselman, William Rivers, Kenneth Erickson, David Button, Michael Newtown, Tatsuhito Koya, Renee Campbell

**FYI Items (to be addressed if anyone has anything to add):**

**1. Assessment in the Major:**

1. Training for incoming AIM faculty complete
  1. We still have two who have requested individual training.
    1. We have reached out to them with training dates and times.
  2. One is non-respondent
    1. I have reached out to them with available times as well.
2. Honoraria approved for external reviewers (\$250 per reviewer)
3. All additional documents (voucher, reviewer rubrics) added to the AIM web page

**Still Pending:**

4. In December the committee will begin working on AIM's new timeline for the 2018-2019 faculty.

Kirk: Let the Deans know if there are any stragglers.

**2. ISLO:**

1. We have had two meetings now. We have completely caught up on rubric review
2. I'm now in the process of collecting information from faculty regarding who plans to continue using the AACU rubrics, who plans to submit their rubrics to AACU, and who would like assistance.
3. **IMPORTANT:** The committee has decided that, in cases where a program has an industry standard tool of measurement or a tool of measurement approved by an accrediting agency that addresses one of our institution's ISLOs, we will accept that tool for ISLO assessment. Deb Molnar's CPI (Clinical Performance Instrument) being approved for Critical Thinking serves as an example of this.

The ISLO sub-committee feels that this is a fair approach to go by the industry standard tools. Dave Button asked if those will be subject to review by the committee. There was concern that in order to ensure that these tools are properly addressing our ISLOs, we should be more intentional about reviewing the industry standard tools of measurement.

It was decided that the ISLO Sub-Committee will review the industry standard tools before approving them.
4. The status of all rubric decisions is being recorded in a spreadsheet that I will update during each ISLO meeting.

**Still Pending:**

5. We're still compiling samples. The committee has decided to have a few samples for each ISLO for the three schools.

1. The rationale is that the schools have different approaches.
2. Guidebook is being created.

### **3. GER:**

No Updates

Next GER Sub-Committee Meeting: Wednesday, October 18, 2017, 3:00 – 4:00  
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### **Still Pending:**

1. The GER Subcommittee will be working towards a finalized GER 12 methodology.
2. We will be working on the methodology document this year as well, culminating in a completed GER 11 report at the end of this academic year.
3. We need a few methodology updates (GER 2 and GER 7) and then we can roll out a full update of the documents for coordinators on the web site.

### **4. Fall 2017 Assessment Plan Updated**

1. I'm in the process of checking on faculty progress on measure entry for the programs.

### **5. Website updates continue on the assessment page.**

1. if you need or want anything added, please contact me and I'll add the items to my list of updates for Travis.

### **6. Middle States Accreditation:**

1. We're meeting with Johanna Lee to discuss allocation of resources in regards to accreditation. We have created a template for data collection and to gauge gaps where standards are not being met and/or where there is no easily accessible evidence of standards being met.  
Group: Let Kirk know if you have suggestions regarding Middle States that you would like shared with the Provost.
2. We're looking also for transparency of, and ease of access to, the information.

### **7. Taskstream:**

#### **Important Milestones:**

1. Program Directors have been reminded of their requirement to map ISLOs to PSLOs on Task Stream. Deans: please encourage your program directors to complete this crucial update, because it will make the transition into subsequent cycle years a bit smoother.

#### **Day-to-Day Milestones:**

2. We're updated on the courses from last semester.
3. Course objectives still have to be added.  
There are roughly 20 courses that still need to be added; Kirk will be adding them. They are Agri-Business & Technological Communications courses.
4. I created a spreadsheet to track courses added, permissions added, and objectives added, mapping, etc. for new courses.

Kirk now receives the Faculty Assembly resolutions so that he can keep track of what needs to be added.

5. I'm going to be going back now another semester to see if there are any gaps.

## Discussion Items:

### The assessment cycle

1. The documents distributed to faculty last semester all have cycle dates that suggest the schedule has reverted to Fall/Spring. However, after discussing the cycle with all of you and some concerned faculty, I am going back and changing the documents to reflect the Spring/Fall cycle. No substantive changes will be made. Everything will remain as it was before except the dates that reflect the cycle.
2. Information from Spring/Fall will be aggregated for Critical Thinking and Communication at the end of the semester for programs.
3. Deans' Symposia will occur at the same time it has. Faculty will report out on the full year's data.
4. In the spring we will begin assessment on the next cycle year (shown below).
5. Faculty will be notified of this next week. A new cycle will be distributed to reflect Spring/Fall dates rather than Fall/Spring dates to avoid confusion (mostly my confusion).

**Note:** the good news is that accredited programs who assess independent of our ISLO cycle will not be impacted by our somewhat hasty transition to the next cycle year.

Additionally, our emphasis on program student learning outcome (PSLO) assessment will allow directors to assess for PSLOs while re-tooling their rubrics to align PSLO and ISLOs. So the ISLO assessment of social responsibility won't be perfect, but we can still collect meaningful data about the program student learning outcomes.

Most programs I have met with this semester have been filling out their entire PSLO map so their assessment plan is completed rather than being partially done cycle year by cycle year. This will also help.

BUT, before I do anything I mention above, I want to make sure you'll all be on board with what I'm proposing above.

1. We will begin assessing Social Responsibility and Foundational Skills in Spring 2018.
2. Program Coordinators have been notified that they need to align Program SLOs and ISLOs (4/21 and again on 10/12).
3. The Program SLO and ISLO alignment in the Task Stream PSLO map will allow us to generate a Spring 2018 Assessment Plan that accounts for Social Responsibility.
4. The remaining faculty will be assessing two course objectives per course that are mapped to our old ISLO #4. Inter-Intrapersonal Skills. We are doing this for three reasons:
  1. Course Student Learning Outcome mapping on course outlines has been delayed and will take some time to not only complete, but complete right, especially given the considerations regarding course outlines currently under review in Curriculum Committee
  2. The old ISLO mapping is still in place in Task Stream and on course outlines, which will allow us to aggregate data, most notably for our Co-Diversity Officers and Institutional Reports.

3. The connection between old ISLO #4 (Inter-Intrapersonal) and New ISLO #4 (Social Responsibility) is quite strong. The new ISLO simply further fleshes out the subtle nuances of our old ISLO into the general education requirements presented by Middle States.
5. As we move forward with this process, faculty will be encouraged to review their assessment tools for Social Responsibility (Inter-Intrapersonal) using one the following AACU Value Rubrics as a guide: Ethical Reasoning, Teamwork, Global Learning, or Intercultural Knowledge. The assessment tools themselves will undergo review, and rubric submission protocol will be updated so faculty can continue working towards aligning assessment and grading processes to cut down on the amount of time they spend on assessment without compromising the integrity of the assessment process.
6. Foundational Skills – The Math Department has agreed to be responsible for quantitative reasoning due to the math courses being GER 1. This approach will work for now as we continue to acclimate into this. It may require further revision and discussion as we move forward. Kirk and the Math Department will sit down together and talk about the process in which we can make this work without creating more work for them, but still be able to get what they need to do done, and come up with a plan for next semester.
7. The GER Subcommittee will be working on a GER 12 plan which will account for the Information Management component of Foundational Skills.
8. Kirk will notify the faculty about this shift for the next year.
9. The Deans' symposia will take place the same time as always and Kirk will provide aggregate data for those who aren't done by the time the symposiums take place.

<b>Year 2 (2018-2019) (now changing to 2018)</b>
<b>3. Foundational Skills (both subsets)</b> <ul style="list-style-type: none"> <li>• Quantitative Reasoning</li> <li>• Information Management</li> </ul>
<b>4. Social Responsibility (2 of 4)</b> <ul style="list-style-type: none"> <li>• Ethical Reasoning</li> <li>• Global Learning</li> <li>• Intercultural Knowledge</li> <li>• Teamwork</li> </ul>
<b>GER 5 (Western Civ)</b> <b>GER 3 (Social Sciences)</b> <i>(we may delay this a year because Barat is doing AIM for Applied Psych right now)</i> <b>GER 7 (Humanities)</b> <b>GER 12 (Info Management)</b> <b>GER 1 (Mathematics)</b>

Next Meeting: Wednesday, November 1, 2017  
 3:00 – 4:00 p.m.  
 MacArthur Hall, Room 620

Respectfully Submitted,  
 Renee Campbell