

ACADEMIC ASSESSMENT COMMITTEE MEETING

Monday, September 19, 2016

4:00 – 5:00 p.m.

MAC 620

Present: Renee Campbell, Patrick Casselman, Kimberly Davies, J.D. DeLong, Kenneth Erickson, Marela Fiacco, Cullen Haskins, Kirk Jones, Tatsuhiro Koya, Molly Mott, Rachel Santose-Koenig, Doug Scheidt, Jennifer Sovde, Christine Thompson, Sarah Todd, Erin Voisin

Guest: Jill Martin

Excused: David Barnes (class)

The meeting was convened at 4:00 p.m.

I. Welcome New Members ~ Dave Barnes, Kim Davies, Cullen Haskins

II. Academic Assessment Committee Charge

Doug: Doug created a draft of the Academic Assessment Committee charge. The charge was reviewed. Doug will be chairing this committee for fall and in the spring, Kirk will take over and lead this charge. Sarah has been doing this work, and it is not a one person task. The leadership expectations of the committee will need to be stepped up. Members are liaisons between this committee and your school. Please start asking your Dean to give you time at your school meetings to update your colleagues on what is going on. Faculty members should know to come to their school's AAC members for issues first before going to Sarah. As she is the sole person who meets with every faculty member on campus, she is very overwhelmed. There may be questions that members on the committee can easily answer. In addition, AAC members are expected to serve as the local training and support resource for faculty in their school. Keep in mind that this service can be added to your portfolio.

Doug: We are moving towards not doing CLOs every semester. We have been looking at ISLO's and we recognize that they need some revising. This semester we are doing critical thinking and communication and we are using the AACU value rubric approach. When we look at Professional Competence and Inter/Intra Personal Skills, they are hard to work with. We want to review our ISLOs, with a special focus on those last two and tweak the definitions to be in line with rubrics as we go forward.

Kirk: The ISLO subcommittee is working on revising the ISLOs and having them completed by this December so that they can go to the first Faculty Assembly of the spring semester. Kirk will copy the committee to keep everyone in the loop as we move forward and will also send the group the draft they have so far. We are adopting the AACU approach with some tweaks. Let Kirk know if you are interested as to how they got to this point and he will share the minutes if you want them. He will also send the committee the new objectives. We want to simplify them to meet the needs of the institution and your feedback is needed. Kirk suggested breaking down the ISLOs and sub-ISLOs together as a committee based on needs of each department. Departments and faculty will need to re-map to one ISLO that best represents that SLO.

Doug: Finally, we will continue to modify the work as we go. Middle States will not be visiting and we can continue with our process without feeling like it has to be perfect.

III. Sarah/Some Items

1. Sarah suggested not having new faculty participate in assessment. She and Jill Martin explained that new faculty already have so much to learn, and this work is very confusing strenuous, and overwhelming. It does not make sense to have faculty do this level of assessment when they haven't taught before. We will still help them design their assessment, but they will not be forced to do it and their data would not be meaningful anyway. This will not violate accredited programs. It was decided we will waive the first year for new faculty. Sarah will meet with them one on one, as group sessions are hard to do. Sarah will communicate this to the new faculty.

2. **FYI:** Next week, Sarah will be distributing lists of current status of course assessment plans for sections that have not been started yet to AAC members. The lists will be broken down by school and subject. Please check in with these faculty in your area and encourage them to get this started now, as we do not want folks to be crunching during finals week. They should be using the rubric, not the random sample methodology; basically just need to copy and tweak. They can be collecting artifacts and scoring them and getting this work started now or at least write a plan now so they know what they want for an artifact later. Labs, clinicals, directed studies and internships are not included. The new faculty will be removed from the list.

3. The AAC repository for writing measurable objectives link is broken, so we as a committee should create an assessment guidebook. Last year Sarah made a policies document, but a cohesive list should be put together some to share with faculty members. We have too many disjointed pieces in the repository and Taskstream is mundane and not worthy of documenting. We could begin with the course description then look for what the assignment is/would be designed to demonstrate that (e.g., course description → rubric → creating SLO for course → finding/writing assignment → create the rubric measure). Scoring strategy, assignment design, etc. Sarah will send the committee various samples she has found to use to fit the mission of our campus.

4. Lastly, we must create an applied critical thinking rubric. We have to have that rubric, we need it.

Sarah's homework assignments to the AAC:

1. Develop guidebook
2. Create applied thinking rubric

Doug's Homework assignments to AAC:

1. Get on your school meeting agenda to communicate back and forth with faculty in your school.

VI. **Open to Group** ~ Marela mentioned that the 4:00 meeting time is not great for everyone. Koya mentioned those faculty who are unable to attend could join the meeting via Skype? Renee will re-look at schedules and meeting times.

Meeting was adjourned at 5:00 p.m.

Respectfully Submitted,

Renee Campbell