

Academic Assessment Committee Meeting  
December 1, 2011  
Faculty Office Building 620

Present: Carli Schiffner, Linda Heilman, Sarah Todd, Mary Bucher, Brian Harte, Michael O'Connor, Marty Clark-Stone, Stan Skowronek, Ken Erickson, Brian Washburn, David Barnes, David Wells, Nadine Jennings, and Richard Hu.

The meeting was called to order at 8 a.m.

Update on Information Management by Mary Bucher – Mary distributed an Information Literacy handout. It describes three commercially available Information Literacy exams that the campus should review. Currently Writing Intensive courses are used as a sample group. Writing Intensive courses were discussed. In the past Faculty Assembly voted down a Writing Intensive proposal, but eventually agreed that all programs would have a writing intensive course within their program, but there were no guidelines or outlines developed on what should be included in a writing intensive course. Nadine Jennings volunteered to serve on a Writing Intensive Committee to set guidelines on what should be covered in writing intensive courses. Nadine will also send Carli a writing intensive report that she prepared. Some faculty have given their approval to have information management assessed this fall, but Mary proposed moving the assessment to the calendar year 2012. We need to determine how to make it work and if we are doing it correctly. Carli will discuss with the Deans. Information Management and Critical Thinking assessment have not been endorsed by all faculty. Online literacy – merging literacies could be included in our Student Learning Outcomes - strong communication skills. The Committee needs to review how we choose the courses for Information Management assessment. It was decided to table the Info. Mgmt. assessment until the spring after clarification of WI courses and the committee has reviewed the online assessment items available. The committee will discuss further in January 2012.

GER 7 Humanities method and rubric. A revision was made in the rubric. Students will be asked to complete: 1) An essay question which allows students to demonstrate their capabilities in all course objectives, OR 2) A short answer exam with separate questions, each of which will be designed to gauge the students' capabilities in a single course objective. The faculty member who coordinates the assessment will get the results from the instructor. A fifty percent sampling will be done (20 percent was done in the past and was too small) and all classes approved for GER 7 that are being offered that are not encompassed in another knowledge area will be assessed.

Basic Communication assessment was discussed. A question was posed if a baseline is ever determined on entering students to determine if they improve in their writing skills. Nadine states it is not done at this time. The Basic Communication rubric will be reviewed next semester and made as clear as the Humanities rubric. Humanities standards are the same for GMMD – Linda/Nadine will work these out.

The new GER 7 Humanities method and rubric were approved by the Academic Assessment Committee.

The 2010-11 General Education Requirement (GER) Assessment and Assessment in the Major (AIM) reports will be reviewed as a group on Thurs., December 15th from 8-10 a.m. The 2009-10 GER and AIM will be reviewed in January 2012. The core group that will meet on December 15th will include the Deans, Brian Washburn, Sarah Todd, Sandy Livernois and the primary person who coordinated the self-study. Anyone going through an assessment in the major this year might find this review beneficial. Mary Loomis, Liz Erickson, Charles Fenner and Ron Tavernier will be invited to attend the Dec. 15th meeting.

Brian Harte asked the Committee for clarification on the goals of the Law Enforcement Leadership program for its assessment. When the Law Enforcement Leadership program was developed, unrealistic goals were set for the program, i.e. graduates from the program would be prepared to become a Homeland Security Manager. Should the goals be re-written and then the evaluation completed or should the assessment be completed based on the goals as they are written. The Committee determined that the goals should be used as they currently are, reflect on them as written, and then re-write the goals for the next assessment.

Next meeting will be held on December 15th from 8-10 a.m. in FOB 620 to review the 2010-11 Assessment in the Majors – Criminal Investigation, Individual Studies, Management, and Veterinary Science Technology.

Meeting was adjourned at 8:40 a.m.

Respectfully submitted,

Sandy Livernois, Recorder