

Academic Assessment Committee Meeting
March 5, 2015
12:00 – 1:00
Cook Hall Room 121

Present: Jondavid DeLong, Ken Erickson, Kirk Jones, Mike Newtown, Wil Rivers, Rachel Santos, Karen Spellacy, Sarah Todd, Jennifer Waite

The meeting was convened at 12:00 p.m.

TaskStream Training Demo (Sarah) – Sarah demonstrated how course-based assessment will be loaded onto TaskStream. Because it is course-based and not section based, all faculty members teaching the same course will add their data into the same shell; they will be able to see each other's findings, tools, and rubrics. Everyone will add their own measures to TaskStream. Sarah is creating a TaskStream online learning tutorial video, piece by piece so faculty can watch only the parts they need. The committee agreed to skip the paper survey and just enter the data on TaskStream.

Role of Academic Assessment Committee in this process (Jen) – The role of the Academic Assessment Committee was discussed and it was decided a reviewing strategy is needed. A workflow process will be set up in TaskStream. Suggestions for a workflow:

- Curriculum coordinators and departments need to work collaboratively and do their own assessments and submission reviews and put into TaskStream.
- The 3-5 objectives for next year are to be submitted by March 15th.
- There are 52 programs; the Academic Assessment Committee will be split up into subcommittees of two; these groups will review department goals and objectives of programs that are not in their school.
- The subcommittees will ensure that usable information is being submitted, make suggestions, comments, and assist with revisions.
- In April, the Academic Assessment Committee will come together as a group with the clean goals and objectives.
- An academic report will be submitted to administration to close the loop.

Jen will send out information regarding subcommittees. Renee will set up a meeting for the first week in April.

Meeting adjourned at 1:00 p.m.

Recorder: Renee Campbell