

Academic Assessment Committee Meeting
September 30, 2014
12:00 – 1:00
Campus Center 218-220

Present: Rashid Aidun, Paul Bowdre, Ken Erickson, Kirk Jones, Wil Rivers, Karen Spellacy, Sarah Todd, Jennifer Waite

Excused: Molly Mott, Mike Newtown, Rachel Santos

The meeting was convened at 12:00 noon.

Jen recapped where we left off last year with an Academic Assessment summary report:

- Changed the timeline and the assessment cycle will now run from March 1st to October 1st.
- Faculty will be directed to choose three focus initiatives that align to the strategic plan and budget.
- Faculty will report their top three recommendations and conclusions supported by data.
- Attended a one day workshop in May on Critical Thinking with Dan Apple.
- Sub-committee was formed to review repository on the website and report its findings to the committee. This is not complete at this time.
- Researched and reviewed two different assessment software: Tracdat and TaskStream. It was decided that TaskStream would be purchased out of the Institutional Research budget.
- Scorecards still need to be done for this year and program coordinators submitted their scorecards. They were due on the last day of obligation.
- Deans are to write a master document by May 30th. Their reports were presented to the Academic Assessment Committee for review over a two day period in June.
- Discussed the fact that Middle States is revamping their standards.
- 20 academic programs were selected to pilot TaskStream.
- Academic Assessment Committee faculty members will lead the faculty in their areas.

Kirk and Jen did assessment training sessions in August for faculty to introduce the new process and 60-70 people attended.

Kirk developed the Data Collection Report Form. The form will be filled out by the curriculum coordinator for each of our 52 programs. Jen will be responsible for the storage of the data plans. The forms are due to her October 1st - October 15th. There was concern that there is not a rubric to evaluate the data collection reports. A rubric and guide will be developed in the future to assess data plans.

TaskStream was purchased and Sarah has a “getting started and implementation” call every week for two hours. She stressed the need for the design of an organizational hierarchy for TaskStream and also asked that a small implementation team be formed. The Academic Assessment Committee will not be used as the implementation team due to the infrequent meetings. It was suggested by Karen that Jen, Molly, Sarah, Maureen Maiocco and another person from the Non-Academic Assessment Committee make up the implementation team. The team will work with Sarah to complete the 15 unit implementation plan.

Because of the late start of TaskStream, it won't possible to utilize it for Assessment in the Major or GER assessments for this academic year. Training of phase 1 programs will be initiated in spring semester.

Next meeting: October 28, 2014

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Renee Campbell, Recorder