

Assessment Committee Meeting

December 3, 2007

8:00 AM – 10:00 AM

Smith Hall, Room 263

MUGC, Room 134

Meeting called by: Mary Beth Reynolds

Members Present: Mary Beth Reynolds, Chris Cassidy, Louis Watts, Annette Irvin, Susan Imes, Janet Dooley, Michelle Duncan, Cal Meyer, Celene Seymour, Rosalyn Templeton, Dick McCray, Dan Holbrook, Wayne Elmore, Bill Pierson, Barry Sharpe

Ex-Officio Members Present: Frances Hensley, Elaine Baker, Karen Barker

Members Absent: David Kluemper, Caroline Perkins, Ed Bingham

Minutes

Agenda item: Approval of Minutes from October 22

Discussion: Minutes were approved as presented.

Agenda item: Fall Syllabi Discussion

Discussion: Issues mentioned included rates of submission and who to contact regarding missing submissions. Consensus was to pass that information on to the Deans and/or Chairs. Similarly, the question of how to disseminate assessment information to faculty to encourage buy-in was raised. It was suggested that Deans and Chairs are the proper venue for such communications.

Questions were also raised as to how to handle syllabi that are generally good, but lack items required by the BOG policy. Consensus was that those faculty should be informed (non-critically) that the missing item is required by University and BOG policy and should be added to the syllabus.

Adjunct faculty do not currently have access to MUBERT to post their syllabi. Therefore, measures need to be taken to correct this issue.

Agenda item: New Directions for Yearly Program Assessment Reports

Discussion: Marybeth presented a powerpoint presentation detailing her vision for the future of program assessment reports. Specifically, she explained her suggestions for more detailed rubric development and cycling of student learning outcome evaluation. A question was raised as to whether it is necessary to evaluate the SLOs in every class or if evaluation could be centralized in capstone courses.

In addition, Cal brought up the challenge of integrating outcomes from multiple areas of emphasis in order to ensure continuity across reports. Marybeth suggested looking for common threads among the areas of emphasis.

Many accredited programs have certain information or formats that are required. Elaine suggested forming a subcommittee with representation from accredited programs to evaluate the problem in detail. Bill suggested synchronizing the program review schedules of accredited programs with the accreditation schedules

Agenda item: Assignments for Program Assessment Reviews

Discussion: Marybeth will host working lunch sessions in January to go through a couple of Assessment Reports. Everyone will have approximately 5 to read and there will be two readers per report. Marybeth will be the third reader for all the reports.

Agenda Item: National Survey of Student Engagement (NSSE)

Discussion: Marybeth requested suggestions to encourage student participation.

Wayne asked how the exam would be incorporated into the assessment reports and how the results would lead to changes within departments; however, this is an assessment of the University's general learning environment and is not related to GenEd.

Susan asked whether the results would be available at the college/dept. level and the answer was yes.

Dick asked about the impact at other institutions.

Marybeth requested that committee members mention the NSSE to their constituencies and also to encourage their students to participate if invited.

Agenda Item: Collegiate Learning Exam

Discussion: Marybeth requested that committee members let the capstone instructors know that the Senior administration of the CLA will be held in the spring.

Marybeth also presented the findings from last year's administration of the CLA. She pointed out that although we are "at expected", there is still room for improvement.

Also, the Performance task that is used for the CLA is being released for use by participating institutions.

Meeting Adjourned

Respectfully Submitted,

Karen Barker

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Recording Secretary