

MINUTES – *Senate Committee on Academic Assessment*

October 2, 2009

1. Call to Order

1.1 Carolyn Warren called the meeting to order at 9:05 a.m. in room C283.

2. Attendance

Attendees: Carolyn Warren-Chair; Barb Stoll-Vice-Chair; Melissa Knapp, Rhonda Basinger, Patrick Fodor and Bill Fleeer-Committee members; David Shinn, Sharon Bigelow, Dave Rigsbee-Resource members; Josh Welker-Ex-Officio; and Rita Bence-Recorder.

Absent: Gary Shupe, Lisa Tournear-Committee members; Phil Conover - Resource member; and Dr. Staats-Ex-Officio

3. Introductions/Welcome

4. Minutes Approved

Motion: To approve Minutes as written.

Moved: Dr. Fodor

Second: Barb Stoll

Approved

5. Special Guests

5.1 None

6. Sub-Committees

6.1 Training Sub-Committee-Rhonda Basinger-Chair, Gary Shupe
No report

6.2 Gen Ed Sub-Committee-Melissa Knapp-Chair, Patrick Fodor

6.2. A. GEG 4.1

On September 29, 2009, Dr. Staats, David Shinn, and Carolyn Warren met with Randall Egdorf, Chair of the Social and Behavioral Science Department, to discuss the importance of moving forward with the assessment of GEG 4.1 Critical Thinking (Verbal/Logic focus). In the meeting Randall expressed concerns:

1. How to define critical thinking,
2. How to measure critical thinking,
3. Difficulty in the development of a rubric to measure critical thinking.

Having heard Randall's concerns, Dr. Staats asserted that assessment must be done and the urgency of the Department collectively committing to addressing each of the issues

that Randall mentioned. The group assured Randall that there are sample rubrics to use as guidelines and people on SCAA who will assist in any way possible. Dr. Fodor offered some sample rubrics to Randall. Rhonda offered a book on how to assess without a rubric.

6.2.B - GEG 1

Dr. Fodor stated that David Palmer would be willing to work with training on Assessment Day. He asked if the final draft of the training would need to be presented to the committee. Barb Stoll suggested Mr. Palmer be booked to assist with the training on December 15th.

6.3 CTWE Sub-Committee-Bill Fleeer-Chair, Lisa Tournear

Bill Fleeer, Barb Stoll, and Dr. Shinn met with faculty who were unable to attend the May meeting to bring them up to date. The faculty present were Dennis Bingheim, Tom Bentley, and Betty McDonnell.

7. Other Action Items.

None

8. Other Reports

8.1 Access to Network Technology for SCAA

Gina Chapman has worked on shortcuts for network storage to be placed on desktops. She is now checking to see if it's possible to have an internet link for assessment. Folders on individual desktops need to be created for new instructors. Bill Fleeer reported that Joyce Miller-Boren is preparing the assessment data for Developmental Education to make it available through the network link.

8.2 General Education Matrix

8.3 Results/Feedback from previous Assessment-Dr. Shinn.

No report

8.4 Preparation for the next accreditation self-study

David Shinn would like to have a list of faculty who are interested in attending the meeting of the Higher Learning Commission in Chicago. He suggests that everyone on this committee attend. The meeting will be held April 9 – 12, 2010. Josh Welker and Carolyn Warren are planning to attend. If anyone else is planning to attend the meeting, please notify Carolyn Warren by Nov. 1. We need to get registrations and reservations made early.

9. Other Items

9.1 Selection of a work study student for CTWE programs is underway. We have 3 applications from students who are interested.

9.2 Timeline for completing the 5-year cycle of assessment

We are getting close to the end of the 5 year cycle. The plan is scheduled to come to end in December of 1010. Since we started the cycle, the 5-year cycle of program review by the ICCB must be combined with the 5-year cycle of assessment.

Barb is working on revision of the 5- year assessment cycle but we will need to consider the ICCB Program Review 5-year cycle and combine the two. The cycle will cover 2011 – 2016. Actually before all this is done, we need to revise the General Education Goals and especially look at the wording to assure the Goal can be measured. Because of the total work that is to be done, we need to get an Ad Hoc committee started who can work on the revisions.

Motion: To establish an Ad Hoc committee before the end of the year to revise General Ed Goals and to complete the revision before the next matrix is developed and before the revision of the 5-year assessment cycle.

Moved: Barb Stoll

Second: Dave Rigsbee

10. Announcements

None

11. Next meeting notification

11.1 Determination of the standard meeting date for the SCAA.

No standard meeting time could be determined. Carolyn Warren suggested the committee meet the second Friday of November at 9:00 a.m. Further discussion about a meeting time can take place then.

12. Adjournment

The **Senate Committee on Academic Assessment adjourned at 10:40 a.m.**

Submitted 10/09/09

Rita Bence

Edited 11/12/09

Carolyn Warren