

MINUTES – *Senate Committee on Academic Assessment*

November 12, 2010

1. Call to Order

1.1 Meeting was called to order at 8:48 a.m. by Barb Stoll in room C283.

2. Attendance

Present: Barb Stoll-Chair; Rhonda Basinger-Vice-Chair; Dave Rigsbee, Melissa Knapp, Bill Fleer, Gary Shupe, Nick Krizmanic-committee members, Marty Otto, Carolyn Warren, Judy Taylor-Resource members; Chris Duesdieker-SGA student member; Josh Welker-Ex-Officio member; Dr. David Shinn, Phil Conover-Resource members and Rebecca Walker-Recorder.

Absent: Dr. Patrick Fodor, Dr. Ray Staats

3. Introductions/Welcome

3.1

4. Minutes Approved

4.1 Motion: Approve the SCAA October 08, 2010 minutes.

Motion: Rhonda Basinger

Second: Marty Otto

Approved

5. Special Guests

5.1 None.

6. Committee Reports

6.1 Training Sub-Committee-Gary Shupe, Nick Krizmanic

Gary reported that the Sub-Committee will be meeting immediately after the SCAA meeting to discuss plans for training for the December assessment. Dr. Shinn reported that Patrick is working on the rubric and sample artifacts for the training of the December 14th GEG 1.1 assessment.

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

Patrick Fodor was unable to attend the meeting and give a report. Melissa reported that students have been provided with an electronic copy of the demographic sheet and will insert it into their assignment before submitting the assignment.

The Sub-Committee should to bring a recommendation to the next meeting of class(es) to request artifacts from for the Spring 2011 assessment of GEG 3.1 – Working in groups.

6.3 CTWE Sub-Committee- David Rigsbee, Bill Fleer

Bill reported that CTWE program assessments were reviewed and of the 39 programs, 11 programs completed their assessments in May 2010. The remaining programs should complete their reports in December and have been sent an email reminding them about the December 14th assessment. An additional reminder will go out once the agenda for the day has been finalized. Phil Conover offered to help with the process.

The new programs have been encouraged to participate on December 14th in order to begin the assessment process, setting up goals and outcomes, etc. There will be resource people available to help with the assessment.

6.4 CAAP Testing Sub-Committee

Barb Stoll reported that the sub-committee had evaluated another alternative for giving the CAAP test, but had decided on a test day in March, after Spring Break. The testing would be done in the auditorium. The Assessment Committee's recommendation to implement CAAP testing to supplement the current assessment was voted on and approved at the November Faculty Senate meeting.

The sub-committee is recommending Tuesday, March 22, 2011, for the test date, with Thursday, March 24, 2011 as the alternate date, in case a conflict comes up with the first day. Tuesday was chosen based on Josh's research indicating that Tuesday is the day that the most students are on campus attending class.

Chris Duesdieker reported that he presented the discussion on COMPASS and CAAP testing at the Student Government Association meeting. Most students felt that with regard to the COMPASS test during orientation, it would not make a difference whether the test was taken first, or at the end of the orientation, as it is currently done. With regard to CAAP testing, Chris said members felt that sophomores would not want to take the test unless it was a graduation requirement. The test would not be a graduation requirement, but students would be strongly encouraged to participate. The plan is to get faculty support to encourage students to participate. Student Government members expressed concern about cost for the test and whether the prizes discussed would come from SGA budget, which is already running low. The vote at the SGA meeting was half in favor and half against the testing. Chris plans to continue the discussion at the next SGA meeting.

An incentive currently being discussed is to give participating students a \$5 voucher. Chris was asked if he would take the test for \$5 and he said he would. Dr. Shinn said this option may not be acceptable, however.

Another concern of SGA members was whether there would be a warning before the test that it is coming so students would have a chance to study. Dr. Shinn stated that the purpose of the assessment is to determine if the student's education at JWCC enabled the student to develop the skills being assessed, such as critical thinking or writing skills. If the student has not learned the skills, the school would want to know in order to take corrective action for future students.

At the last meeting, there was a question about whether we could get the scoring rubric for the critical analysis test. Carolyn talked to ACT who provides the CAAP tests and found out that there is no rubric for the critical thinking test because the scoring is specialized. But sample questions and answers are available on the ACT website.

Marty Otto asked about the email sent to the sub-committee about giving the CAAP test during graduation practice. The committee discussed the alternative, but decided to continue with plans for the test day in March. Chris felt that from the student's perspective, graduation practice is already too long and students would not want to sit through a test after the practice. Carolyn stated that for faculty the week of Finals is so busy that it would be difficult for the faculty to proctor the test on Friday, the day of graduation.

Motion to proceed with March 22nd or 24th as the testing date.

Motion: Chris Duesdieker

Second: Bill Fleer.

Motion accepted.

7. Other Action Items

- 7.1 Assessment Timeline – a revised timeline was distributed at the last meeting. Members were encouraged to look it over and bring concerns to this meeting. A suggestion was made to move Working in Groups to Spring 2011 as a pilot with a plan to assess again in December if needed.
- 7.2 General Education Matrix update – concerns were expressed that faculty do not understand what claiming a goal for a class means in terms of assessment. Patrick, Dr. Shinn and Barb drafted guidelines for updating the General Education matrix. The committee felt the document was clear and well-written. The document should be included in the SCAA Procedures Manual.
Motion to accept the guidelines as presented.
Motion: Rhonda Basinger
Second: Gary Shupe
Motion accepted.
- 7.3 CETL and Assessment – Barb made the request to the Professional Development committee to allow the Assessment Committee to use the CETL Brown Bag lunch in December to discuss the CAAP testing plans. The topic for the December Brown Bag lunch had already been set, so the Professional Development Committee will try to work the assessment topic in sometime next semester.
- 7.4 Ad Hoc Committee to revise Gen Ed Goals – Officially this will be put on hold until after the accreditation. Carolyn stated that the goals really need to be revised and that this would not be a small task. She stated that we should continue to work on the revisions along the way so that after the accreditation process is complete, we would be ready to put something in place. The revision of the goals is part of the assessment process: we are about to completed the assessment cycle and we have learned that the goals need to be revised. Marty stated that we as a whole school have determined

that the goals need to be updated, which demonstrates that assessment goes from the individual student all the way up to the entire school. This shows a commitment to assessment and shows evidence of how we are using our assessment results. As we continue to assess the goals, we should document the problems we are encountering and the recommended changes.

7.5 MyCompLab – from Pearson / eCollege – Patrick Fodor asked that this be added to the Agenda. He thinks that MyCompLab may provide another method to gather assessment data. Since Patrick is not hear to lead the discussion , this will be tabled until the December meeting.

8. Other Reports

8.1 None

9. Other Items

9.1 Assessment Fair, February 25, 2011 in Normal, Illinois – this may be something worth attending.

9.2 HLC Assessment Workshop, February 16 – 18, 2011 in Lisle, Illinois

10. Announcements

10.1

11. Next meeting notification

11.1 The next Senate Committee on Academic Assessment meeting will be held on December 10, 2010, in room C283 from 8:45 – 10:00 a.m.

12. Adjournment

The Senate Committee on Academic Assessment meeting adjourned at 9:34 a.m.

*Submitted by Rebecca Walker, 11/12/10
Revised by Barb Stoll*