

MINUTES – *Senate Committee on Academic Assessment*

October 26, 2012

1. Call to Order

1.1 Meeting was called to order at 9:00 a.m. by Barb Stoll in room C284.

2. Attendance

Present: Barb Stoll - Chair; Patrick Fodor, Bill Flear, Gary Shupe, Christina Farwell - committee members; Rhonda Basinger, Marty Otto, Cathy Myers, Dr. David Shinn, - Resource members; Dr. Ron Davis - Ex-Officio member

Absent: Sharon DeWitt, Melissa Knapp - committee members; David Rigsbee, Pam Foust - Resource members; Josh Welker - Ex-Officio member; Nathan Kurz – Student member

3. Introductions/Welcome

3.1

4. Minutes Approved

4.1 Motion: Approve the SCAA September 28, 2012 minutes as corrected.

Motion: Patrick Fodor

Second: Bill Flear

Approved

5. Special Guests

5.1

6. Committee Reports

6.1 Training Sub-Committee - Gary Shupe

Gary reported that he and Christina will meet with the Computer Science department, primarily Marty, Barb and Nick, to work through the training process. Barb will be doing the training with the help of Marty. Barb will email the rubrics to Gary and Christina and will arrange to meet with them to set up a mock training session and to determine what will be put into the training packets.

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

Patrick reported that things are moving forward in terms of the English Department participating in the May 2013 assessment of GEG 6.2 – information seeking skills. Patrick and Melissa will be working with them to develop the rubric. The English Department has already met and discussed the process. A question came up from the English Department meeting regarding whether alternative methods for assessing the educational process were being considered that would not focus as much on the general education goals. Mike Terry did his sabbatical on assessment, so he may be a resource for this discussion. There was discussion about whether the Assessment Committee, and the College as a whole, should be looking at the general education

goals themselves as well as whether to use the goals as a way of doing assessment or as a means of measurement. Dr. Davis indicated that the Higher Learning Commission expects us to assess general education in some way. Mike's focus seemed to be on shifting the assessment to the Departments for collecting the data and doing the assessment with the Assessment Committee simply acting as the clearinghouse for coordinating and compiling the assessment information. The Assessment Committee's role should be to report problems and issues, not to try to change them. There has been talk about evaluating the goals to determine if revisions are needed. We certainly should be talking about making changes, but should hold off making changes until the Fall semester.

There was a question about whether it would be better to have standards for assessment. If Departments did their own assessment using different methods, would we be able to compare results and would the results be meaningful? The nature of assessment is that the assessment process never stops. This involves continuously revisiting the standards and how they are measured. This would put the responsibility of Assessment with the Departments. There needs to be coordination of the assessment across the departments. The problem would be whether the departments are committed to assessment. If they are not, it is not the responsibility of the Assessment Committee to correct the problem, but to report it to the Administration. Because of the diversity we have with our eight general education goals and twelve learning outcomes, there is no single method that fits all assessments. Some goals, such as Economics or Politics, should be the responsibility of a single department who has the expertise in that area. But some goals, such as adapting to change or critical thinking, are taught across multiple departments. So as we move forward with the assessment process, some goals could be shifted to departments, while with some goals, we will probably want to continue doing the college-wide assessments using the process we have been using to this point.

Barb will invite Mike Terry to attend a future meeting and begin discussions about this topic. She will get a copy of Mike's sabbatical report out to members so we can become familiar with it prior to the meeting Mike will be attending. Barb will also make sure Mike's sabbatical report is included in the Assessment Manual.

6.3 CTE Sub-Committee - Sharon DeWitt, Bill Fleer

Bill reported that he checked the CTE folders and programs: of the 31 programs due to report in May, three of the four having no reports are new programs. He looked at the programs that are due to report in December and two of those are new programs. Bill will email this information to the Deans and to Dr. Davis. There is some concern that some of the programs due to report in May have not submitted reports. When we send out reminders for the December assessment, we will include all programs that have not completed reports in the last 12 months.

Gary asked about whether it is necessary to save the artifacts that are used for assessment purposes. Barb indicated that we were told that these assessment documents should be saved for seven years. They do not need to be saved electronically in the network folder. Paper artifacts can be saved in paper format.

6.4 CAAP Testing Sub-Committee

Barb reported that the CAAP test sub-committee has not met since our last SCAA meeting. Recommendations for the date, time and test were presented at Faculty Senate and were approved. The committee will not need to meet again until January. We are still looking into the feasibility of giving away an iPad (maybe one of the minis that were recently released).

6.5 Rubrics Sub-committee – The Rubrics sub-committee, along with Marty Otto, met to fine tune the rubrics to be used for the December 2012 assessment of GEG 6.1 – utilize current computer software. Barb will provide the rubrics to the Training Subcommittee and will bring them to the next SCAA meeting. Barb and Marty will be doing the training.

7. Other Action Items

7.1

8. Other Reports

8.1

9. Other Items

9.1 Vice Chair Position remains unfilled – Barb will take this issue to the Senate Executive Committee. Someone needs to step up or be appointed to fill this term.

10. Closed session

11. Announcements

11.1 Next meeting notification

The next Senate Committee on Academic Assessment meeting will be held on Friday, November 30, 2012 from 9:00 – 10:15 a.m. in room C284.

12. Adjournment

The Senate Committee on Academic Assessment meeting adjourned at 9:54 a.m.

Submitted by Barb Stoll 11/10/12