

MINUTES – *Senate Committee on Academic Assessment*

January 25, 2013

1. Call to Order

1.1 Meeting was called to order at 10:30 a.m. by Barb Stoll in room C284.

2. Attendance

Present: Barb Stoll - Chair; Bill Fleeer, Gary Shupe, Sharon DeWitt, Christina Farwell - committee members; Marty Otto, Cathy Myers, David Rigsbee - Resource members; Dr. Ron Davis - Ex-Officio member

Absent: Patrick Fodor, Melissa Knapp - committee members, Rhonda Basinger, Dr. David Shinn, 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 November 30, 2012 meeting minutes as corrected.

Motion: Gary Shupe

Second: Marty Otto

Approved

5. Special Guests

5.1

6. Committee Reports

6.1 Training Sub-Committee – Gary Shupe, Christina Farwell.

Gary reported that the December assessment went well. The results of the feedback forms filled out by participants should be available at our February meeting. Some participants who were not familiar with the applications had difficulty performing the assessment. This will always be a problem when scorers include participants from other disciplines. For future assessments, we may want to pair up each participant from the department providing the artifacts with someone from another discipline. Adjustments will be made to the rubrics so the next time around it will be smoother.

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

No report. Patrick was not able to attend and Melissa was still tied up with the Academic Challenge.

6.3 CTE Sub-Committee - Sharon DeWitt, Bill Fleeer

Sharon reported that Tom Bentley and Dave Leonard were unable to participate on the Assessment Day, so their program assessments were not reported. Ag programs are all up to date, as well as Business and Accounting programs. Gary Wysislo and

Dan Arnsman updated Construction Technology. Sharon will compile a list of all programs that are behind in completing their assessments and send it to the Deans and the Vice President.

Bill worked on the report for Dev Ed math on the Assessment day and got the documentation current from last year. The reports are stored in the Dev Ed network folder.

6.4 CAAP Testing Sub-Committee

Barb reported that the CAAP Testing Sub-committee met Wednesday to rough out the timeline for the CAAP test. Barb will discuss the timeline at Faculty Senate next week. The test is a little later this year, Tuesday, April 2nd. Information about graduating sophomores will be pulled around March 1st. Emails will go out right before midterm break to faculty and students letting them know to expect those letters after midterm break. Publicity will begin around the middle of March. Follow-up calls may be necessary the week before the test. Also discussed were incentives to encourage students to take the test. Each student will receive a \$5 bill after completing the test. This year we will also be giving away an ipad mini to one lucky participant.

6.5 Rubrics Sub-committee – The Rubrics sub-committee has not met yet this semester. The committee will be working with Val and the Language, Literature and Humanities department to finalize the rubric for the May assessment of GEG 6.2 – demonstrate information seeking skills.

7. Other Action Items

7.1

8. Other Reports

8.1

9. Other Items

9.1 The 17th Annual Assessment Fair for Community Colleges, February 15, 2013 in Elgin, IL. Dr. Davis indicated that there are funds available to attend this activity. If anyone is interested, please let Barb know as soon as possible. Josh has material from the Assessment Fair last year if anyone wants to see what was covered.

9.2 The 1st Regional Invitational Assessment Fair, Wednesday, May 8, 2013 at Illinois Central College East Peoria Campus – Save the Date. A request has been sent out for proposals with a deadline of February 1, 2013.

If anyone is interested in attending, please let Barb know.

9.3 Mike Terry will attend our February meeting to discuss other assessment methods. Barb will send out his sabbatical report prior to our February meeting.

There was discussion regarding standardization of rubrics. The purpose of this initiative is to provide classes that claims a particular goal with a general rubric for assessment purposes. When rubrics are revised and tested through the assessment process, they are uploaded to the Assessment page on the JWCC Web site. These rubrics are kept very general and provide a common starting point for any class that claims a particular goal. They can be modified as needed for each assessment.

10. Closed session

11. Announcements

11.1 Next meeting notification

The next Senate Committee on Academic Assessment meeting will be held on Friday, February 22, 2013 from 9:00 – 10:15 a.m. in room C284.

12. Adjournment

The Senate Committee on Academic Assessment meeting adjourned at 11:08 a.m.

Submitted by Barb Stoll 2/11/13.