

# MINUTES – *Senate Committee on Academic Assessment*

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**April 26, 2013**

**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; Sharon DeWitt, Bill Fleeer, Christina Farwell, Patrick Fodor, Melissa Knapp, Gary Shupe - committee members; Rhonda Basinger, Marty Otto, Cathy Myers, Dr. David Shinn - resource members; Josh Welker, Dr. Ron Davis - Ex-Officio members

Absent: David Rigsbee, Pam Foust - Resource members; Nathan Kurz – Student member

**3. Introductions/Welcome**

3.1

**4. Minutes Approved**

4.1 Motion: Approve the SCAA March 22, 2013 meeting minutes.

Motion: Gary Shupe

Second: Sharon DeWitt

Approved

**5. Special Guests**

5.1

**6. Committee Reports**

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

Mike Terry has requested copies of the training materials that we use. He plans to mark them up. He will send them to us and we will make up the packets for them.

The Language, Literature and Humanities Department has chosen May 20, 2013 from noon to 5:00 pm for the assessment of GEG 6.2. They have arranged for the rooms.

Barb will make the arrangements for their lunch.

Josh should receive the artifacts by May 10<sup>th</sup>. He will work with the instructors regarding removing student names and preparing the artifacts for assessment.

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

Patrick presented the revised rubric for assessment of GEG 6.2. The assignment that has been constructed will become a regular part of every section of ENG 102 from this time forward. In future assessments, this artifact will be available for collection and assessment. This will enable comparisons to be done from one assessment to the next.

There was concern regarding the fact that very few courses other than ENG 102 claim this goal. There should be other courses that require information seeking. The problem may be that for a course to claim a goal, there must be something done in the class that is measurable that can be used to determine whether the course is effectively addressing the general education goal.

There was a discussion regarding the need to draft a more clear definition of each learning outcome and then ask department chairs to discuss this with their faculty and revise the matrix. Josh stated that it would be helpful if we include rubrics and examples of artifacts used to assess each goal so faculty can see what was used in the past. We may want to set up a workshop with the department chairs to go through the rubrics and examples and explain the process. The artifact used for an assessment should be an intrinsic part of the course, not an artificial artifact created for the assessment.

Patrick explained the assignment the students were given and how the rubric will be used to assess the assignment. The assessment rubric will be used to assess a specific part of the assignment dealing strictly with information seeking skills. There would be a more detailed rubric used by the faculty to assign a grade for the assignment.

Melissa reported that in December 2013 we will be assessing GEG 7.1. We are looking at BIO 275, which has four sections. The other goal scheduled for December 2013 is GEG 8.1, Humanities. We are looking at using ART 115. The recommendation is to revise the timeline to move this assessment to May 2015. Since it is a low enrollment class, we thought this would enable the Fine Arts department to gather artifacts from several semesters for the assessment. Artifacts could be gathered in December 2014 and May 2015 which should total about 60 artifacts to assess.

The recommendation is to substitute GEG 4.1 – Critical Thinking (Mathematics) in the December assessment. Barb has spoken with David Rigsbee and he is agreeable to this change. MAT 109 would probably be the class that would be used.

Josh stated that students tend to have trouble determining the delivery method when filling out the demographic sheet. He asked that instructors be directed to identify the course section and delivery method when submitting artifacts for assessment.

Motion for the December 2013 assessment to be GEG 7.1 using BIO 275, and GEG 4.1 - Critical Thinking (Mathematics) and to move GEG 8.1 from December 2013 to May 2015 and to revise the timeline.

Motion: Melissa Knapp

Second: Patrick Fodor

Approved

### 6.3 CTE Sub-Committee - Sharon DeWitt, Bill Fleer

Bill reported that at the last report, there were 13 programs lacking assessment reports. Since the last report, one program has been removed, two have uploaded reports, and one indicated that there were not enough students to make the assessment

meaningful. The programs scheduled to participate will be notified about the CTE Assessment Day May 21, 2013. The notice will be sent out next week. Dr. Davis asked that he and the Deans be included in that notification. Josh indicated that in the future as he works with programs for program review, he will go over their goals and outcomes and discuss how they will assess them. This may help alleviate some of the confusion and apprehension regarding assessment.

#### 6.4 CAAP Testing Sub-Committee

Barb reported that there were 68 students who took the test. This was better participation than the previous year, but still lower than we need for the assessment to be meaningful. We are optimistic about building a culture of assessment with our students. Barb commented on the nice article in the student publication, *The Blaze*, that was written by Rebecca McCollum, one of the students who took the test.

Josh and Cathy identified the students who did not take the test and sent a short survey to them. The results of the survey were discussed. 55 students responded to the survey. The reason most selected was “Time did not fit into my work schedule”, and the second was “I stayed in class because of the importance of class”. The work schedule is always going to be an issue. But 30% chose the second response. We may need to work with faculty to place more importance on students leaving class to take the test. Some comments indicated that instructors tend to give more assignments after Midterm break. We may want to discuss the timing of the test with faculty at a Faculty Senate meeting to determine if it would be better to schedule the test before the break.

It was suggested that we may also want to check with the Nursing Department when scheduling the next test to see if there would be a time that would work better with the nursing students’ schedules and clinicals.

Some responses indicated that it was too costly to drive to the Quincy campus to take the test. We may want to look into giving the test in Pittsfield or Mt. Sterling if there are enough graduating sophomores attending those facilities.

- 6.5 Rubrics Sub-committee – The Rubrics Sub-committee will begin working with the Science Department for the assessment of GEG 7.1 in the Fall semester.

### 7. Other Action Items

7.1

### 8. Other Reports

- 8.1 Barb led a discussion regarding the Faculty Senate election of committee members. The results will be announced next week at the May Faculty Senate meeting. The SCAA has five positions to fill, instead of the usual four, because we failed to get a fourth member last year. There are six people on the ballot, so we should fill all five positions. One of the five will serve for only one year so we will be back on the schedule of electing four each year. The position that remained unfilled was the Vice-Chair position. Because of this vacancy, we don’t have a person designated to step

into the chair position. So one of the five new committee members will be selected to serve as chair. That person will most likely be the one to serve the one-year term.

8.2

**9. Other Items**

9.1 The 1<sup>st</sup> Regional Invitational Assessment Fair, Wednesday, May 8, 2013 at Illinois Central College East Peoria Campus – Save the Date

9.2

**10. Closed session**

**11. Announcements**

11.1 Next meeting notification

The next Senate Committee on Academic Assessment meeting will be held on Friday, August 30, 2013 from 9:00 – 10:15 a.m. in room C283.

**12. Adjournment**

The Senate Committee on Academic Assessment meeting adjourned at 9:45 a.m.

*Submitted by Barb Stoll 6/17/13.*