

Assessment and Evaluation Minutes

April 13, 2012

1. Approval of minutes March, 2012.
2. Agenda Order
3. **One-time non-base investment assessment plans.**
 - a. Looking at the reviews thus far it appears we will have four projects that will need support/assistance in developing an effective plan.
 - b. Total of 31 plans that went forward, we've got 21 assessment plans that have come through. Some of the remaining plans are a bit backed up in terms of scheduling or re-budgeting issues, but contact has been made with all 31 projects.
 - c. 3 proposals need work—divide up the work and give a detailed review for feedback, and/or a joint meeting to discuss issues.
 - d. Divided up 3 proposals between faculty and library and we will meet one on one with the proposers.
 - e. Current strategic priority funds—Lynn requested end of year reports due June 30th.
 - f. What should we do to prepare for a meeting? Look at core issues, make suggestions for improvement.
 - i. Post MSW cert.prog. has challenges because they are all process outcomes, no student learning outcomes at all. Because it's an academic program, we need learning outcomes for the certificate.
 - ii. CSU—criterion is off, misinterpretation of intent? Some outcomes are fine, they have a survey, so they could do a pre and post but it's not translating really well. The criteria need to be re-written and those should probably be their outcomes.
 - iii. Avatars to Teach—Not even assessment, this is an implementation plan. Ask them to resubmit the plan using the template provided. Kirsti will contact Scott Page
4. **Assessment of Student Learning plan.**
 - a. Assessment of student learning plan that the Council of Deans, HLC Academy Steering Committee, and the Assessment and Eval. Assurance of Student Learning sub-group.
 - b. Our student learning subgroup started thinking about core components for our assessment culture, and we then went to the council of deans and the HLC steering committee. The handout is a list of components necessary and what we can do.
 - c. Assessment Reports: Not only academic programs, but co-curricular programs need to engage as well and think about expanding how we use these reports, and how do we make them more meaningful. Across the groups, there was a feeling that after units do reports, nothing is done. Just compliance activity. So the Council of Deans have been formulating a plan for how to

participate in the process. After reports come in, Deans would be responsible to lead a conversation every year with departments in the college—action steps, a summary, etc. Lynn’s office will document the feedback loop, through electronic record keeping—Sharepoint for reports.

- d. Comprehensive Program Review: Same, electronic tracking process for closing the feedback loop. Dean’s role will be more proactive as well.
- e. Coordinators of Effective Learning and Assessment Fellows: there just isn’t adequate support for assessment right now, departmental, gen ed, SLO for the institution. Some colleges already have fellows, some do not, and they may look different in each unit, but they would help reify the support network if formalized.
- f. Award: Increase recognition around assessment. Deans responsible for nominating units for outstanding assessment—utilization of results, etc. It would involve A&E submeet—we would choose from Dean’s nominations. Awardees would receive a plaque and lunch with the provost. One for academic units, and one for non-academic units.
- g. Workshops: Providing support by bringing in a series of external consultants to work with various areas of the university.
- h. Brownbag series—basic to more advanced
- i. Learning Community through CETL—Student Learning, a theme, aligns with SLOs? Using Critical Thinking
- j. HLC Conference attendance, annually.
- k. HLC Academy Participation
- l. Assessment communications methods—comprehensive calendar, regular communication—tying into Sharepoint.
- m. ****Sandmann has indicated that he would take the Coordinator position to FA. Assessment and Evaluation supports. Group is in support.**** Kirsti will send an email to Sandman.

5. General Education Outcomes Assessment proposal.

- a. The sub-group that was jointly appointed by the Assessment and Evaluation sub-meet and Gen Ed and Diverse Cultures sub-meet is submitting/presenting a proposal to the Gen. Ed and Diverse Cultures Sub-Meet on Friday morning (9-10 a.m.).
- b. Report provided on current process challenges, proposed process strengths, and updating the process.
- c. 5 years to get through a full cycle
- d. Large shift proposed: GECCIG will work with the departments offering Gen Ed. Department would determine the assignments and activities, using rubrics established by Gen Ed to evaluate, and submit the information to an online system so that all of the information from across the units would be collected. The GECCIG would interpret the data.

- e. Encourages knowledge of student learning outcomes, and ownership, and potential for change—formative feedback is available at the department/course level.
 - f. Gen Ed submeet passed a motion to forward it to the FA. Kirsti will send an email to Lynn and Jim indicating support.
 - g. How do adjuncts get tied into the process since there is a great deal of reliance on them, as well as on TAs. The departments role is key in this.
 - h. The rubrics need revision, and there need to be sampling guidelines developed.
 - i. 2013-14 is final year for Goal 1-3 to assess. All of next year can be used for implementation.
 - j. 4 person teams from A&E, UCAP, GenEd, and GECCIG will be established to work rubrics per area and sampling guidelines.
6. NSSE Data
- a. Provost Olsen asked us to look into the results of the NSSE, indicating that students did not feel challenged or engaged.
 - b. FSSE reports indicate the problem—faculty expectation is low and so the students are meeting that bar.
 - c. This will be a major agenda item for A&E next year.
7. HLC Conference Updates—quick overview
8. Election of Chair for 2012-2013—May, evote
9. Subgroup work—n/a