

Committee on Institutional Assessment
Tuesday, November 27, 2018
4:15 PM - 5:15 PM
Minutes

Present: Jeff Bell, Dwight Watson, Raphael Onyeaghala, Aimee Shouse, Abu Haddud, LeeAnn Syring, Kathy Schaefer, Kate Borowske, Alan Matzner, Nadine Schmidt, Diana Holmes.

Consent to Agenda. Unanimous consent was given by those in attendance.

Approve 11/6 minutes. Jeff reviewed; no changes or revisions to minutes. Motion to approve by (??) ; seconded by ?? . All in favor; passed.

Assessment Day Update. Broader thinking about the use of rubrics – how to use with the program. Programs can work as teams to see how they're scoring the artifact. Think about rater reliability, get them into this conversation by getting a hand in it, discuss broader thinking. Cindy heard campuses use for their general assessment and use other faculty for the scoring. Helpful to use this exercise for helpful learning of the project. Provide a sample artifact at each table for this assignment.

Cindy thought maybe using the inter-cultural rubric. Good idea, we're not doing this now, works for the diversity aspect, too. Perhaps spend up to 60 minutes on this. Working lunch? Would help people stay focused on the tasks.

Looking for feedback on the morning snacks – perhaps remove to save funding for the lunch. Program meetings in the afternoon? A lot of people worked in the conference center for the afternoon session – they don't have, too – combined work with portfolio sessions. Last year, we had a good balance between appetizers and beverages. Discussion tabled for future discussion.

Discussion on idea of T-shirts as a thank you and acknowledgement of the PALS. Could be worn on assessment day to be recognized as PALS. Kristen and LeeAnn not excited about the t-shirts. Yogurt set-up nice. Suggested to offer lunch at residential dining and charge to the committee. Will revisit this item at next month's meeting.

Additional training for assessment 'experts.' Couple of options to send reps from CIA and LEC members:

Option 1 - general education assessment workshop held in late-February in Chicago. Long days, intensive training.

Option 2 - American Association of Assessment of Learning in Higher Education annual meeting in St. Paul, June 10 – 13, 2019. Early bird \$350/pp, regular registration \$400, plus lodging and travel expenses.

Both conferences are good, each with a different focus. One provides a product to use, the other general knowledge. Perhaps the AAT could attend the St. Paul conference to enrich their knowledge base. CIA better for us to get better at our craft.

Provost suggested using the investment/incentive/innovation grant application process to send a group of 5 members. This helps us improve our knowledge before sharing this with programs. Jeff is looking

for someone to help him write the grant and/or interested in attending the conference? FIG grants work with this, too, as well as 19B money.

Jeff did not use all the assessment budget last year – willing to use some money for conference registration expenses. Provost does not want cost to be an inhibiting factor if there is a willingness to attend these workshops. Check your calendars, check with your families. Jeff will send out information so we can ‘save the date’ for future planning. Nancyruth may be interested in the St. Paul conference, depending on her trip around that same time.

Conversation on assessment meetings with academic programs. Kathy Schaefer visited with two programs. Nancyruth and Raphael – will meet to schedule. We just need to provide an overview. Kathy reviewed the template with Biology and shared they felt comfortable with the process; Biology had input on changes for the next round – purposeful with their assessment. Lamine – question about mission statement and best approach to suggest this to a program. They had their goals clearly identified, but they did not have a mission statement. Best approach may be to mention what we observe, draw attention to this, and let them know other programs do this. Template serves as a checklist in an evaluative way, not as a scoring piece. Encourage programs to consider a mission statement as most other programs have one; however, other pieces are more critical: student learning outcomes, assessment data, etc. Lamine would like to engage programs in the mission statement discussion; as a committee, we can address this item through faculty assembly. Recommendation as an executive committee will be voted on at the next meeting. Be prepared to discuss at next month’s meeting.

Spring Meetings. Jeff will request teaching schedules through Rolly and work with Chris Anderson and Marilee Thomas. Would like to continue same schedule for the spring. Kristen has a spring class at 4:30 p.m.

Meeting adjourned 5:06 p.m.