

CIA Meeting
Friday, March 30, 2012
BA 524 9:00 a.m.

Present: Jan Loft, Betsy Desy, Wiji Wijesiri, Nadine Schmidt, Lori Baker and Christine Olson.

Absent: Rhonda Bonnstetter (Prior commitment) and Jay Brown.

Agenda Items:

- Discussion of LEC/CIA joint meeting of March 19—next steps?
Betsy asked for comments or reflections of the joint meeting of March 19th. We talked about what are the next steps for the LEC and what part does the CIA play, and where do they both fit in the whole scheme? What should we do with the flow chart (Jay Brown's) created earlier this academic year? Should we post it on the CIA page as a "working model" or draft? Betsy will do that with the note it being a working model.

- Discussion of Tuesday, March 20, LEC/CIA-sponsored meeting regarding LEP outcomes--next steps?
Again, now what? It had been decided that Corey Butler would compile all the various feedbacks from both days; keeping it most likely in a raw form but still in a way that by an Outcome could be presented to the faculty. Most likely Corey will have this ready to share with the faculty during the fall semester. Maybe Corey can have something for the CIA meeting at the Friday, May 4th meeting? Perhaps have everyone set aside a two hour block? **We will meet at 10:00 – Noon on May 4th. We will issue an invitation to both Corey and Will Thomas.**

- Assessment mini-grant applications and process for review applications (Due date of April 4)—review mini-grant applications during April 13 meeting? Three applications have been received as of today. Betsy will provide the applications for review so we can be prepared for the meeting. The Social Science Department has a notebook in the office that has all Program mapping and assessment plans to share with each other; it will give Programs a good idea what the other are doing.
Overall campus assessment activities this semester and Fall 2012 to promote and support assessment
 - Ideas for Fall 2012 Faculty Professional Development Day (Aug. 22)
Jan shared the idea discussed at the Provost's meeting of "speed dating" informational sessions in the morning, including the information of the Program Analysis Plans that will be developed by fall; the rest of the morning and afternoon can be devoted to assessment and picking up where we left off in the spring, to boot people back up again.
 - a. Nadine thought a session on 'how to make a rubric' would be beneficial. Most samples provided now are finished products, but a workshop on how to actually start from scratch in creating a rubric is a good idea; also, maybe how not to reinvent the wheel but to start from the basics and create what's appropriate for the assessment. Maybe

call it by another name? Avoid always going to the more complex form; start with a little piece of it and work your way up? Christine had some great ideas on what to present and how to do it.

- b. What about a session on assessment of the capstone courses? Develop a session on assessment ideas for capstone courses that need feedback from across the campus? Focus on how a couple of Programs are doing? Maybe have a whole Program present, like a panel discussion format... faces other than ours. People could choose the aspects they wish to present. How about a panel of FYS faculty?
 - c. Maybe have Will Thomas present the CAT data from the spring 2012 semester and the data from the exit surveys, to let faculty know what the students are doing and saying? Faculty seemed to appreciate Corey's presentation the fall of 2011 because it keeps them in the loop on the data and results. We need an exit survey for the IDST 400. At this time faculty would appreciate more direction on assessing IDST 400.
 - d. Share the whole university wide flow chart? Perhaps share that on Assessment Day in September?
 - and Assessment Day (Sept. 19, 12:30-4:30pm).
 - a. Maybe develop a way to show how Department/Program goals fit in or link with the whole university goals? We have the set HLC criteria now and we can share and update with the faculty.
 - b. How to best make use of the data that will be collected and shared each year?
- Role of Student Affairs in LEP and overall student learning—how to document and assess?

The co-curricular piece is still out there, what do we do and how do we go about it?

There does not seem to be a plan in place yet and past ideas are gone because the person who had the ideas is now gone from campus. It is uncertain how to make progress in this area. Maybe we can learn something, get some ideas on this component, at the HLC conference this weekend.

There was a discussion about the types of testing we apply: the CAT, NSSE and the CLA.

Once we get a basic set-up, how do we keep it moving? We need to find that link between co-curricular activities and the assessment and HLC. We need a lead contact person. We need an update from Student Affairs.

Meeting adjourned: about 10:10 a.m.

Respectfully submitted: Jan Loft