

CIA minutes

Thursday April 30, 2020

3:30-4:30 PM

Meeting via Zoom

Present: Jeffrey Bell (Chair) Diana Holmes, Yumi Lim, Dean Raphael Onyeaghala, Naomi Schmidt, Dean Aimee Shousse, Tony Greenfield, Lori Baker, Provost Teri Wallace, Wije Wijesiri, LeAnne Syring, Ben Anderson., Nancyruth Leibold, Kate Borowske (minute taker)

| Agenda Item | Vote |
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| 1. Consent to Agenda | Consent |
| 2. Approve 4/16/20 Minutes | Agenda approved with correction to spelling of Nancyruth's last name. |
| 3. Revisions to Nursing Program Mini-Grant | Nursing was not able to follow their original plan for these funds because of Covid-19. Asked for permission to use funds, instead, to purchase four assessment-related books. Motion to approve use of funds for purchase. Seconded Motion Approved |
| 4. Programs missing assessment RASL and RASL Self-Reviews- updated | Jeff sent emails to departments that haven't yet submitted RASL asking them to submit in the fall. He rec'd a couple of responses to the email, but no objections. No discussion. |
| 5. LEP Assessment Plan Update and Conversation | LEP recommendation sent to SmSUFA passed today at Assembly. There was one question on whether we could use eportfolio. Response: not at this time, but it's not off the table for later. No discussion. Happiness all around that this was passed. Congratulations and "way to go" for Jeff. Need to hit the ground running on this next fall. Decision made to meet during professional |

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| | <p>development week in August. JB will send out Doodle poll. JB had asked Ben and Lori to work on rotation schedule. Aimee offered to work on it with them.</p> |
| <p>6. Consideration of Alternative Time-Lines for Education RASL Submissions to align with PELSB submissions- see programs listed below that are not part of that request from Education.</p> | <p>Request came from Rhonda Bonnstetter. Explained that it would be helpful to Education to be able to align their submissions timeline with the PELSB submissions (every other year; could move to every 3 years).</p> <p>Other depts, including Music and Social Work are also accredited externally and run on various timelines.</p> <p>Motion by Lori Baker to support alternative timeline for education. Second: Nancyruth Leibold Motion approved.</p> <p>Should other programs with outside reviewers be given same opportunity? JB will contact Music and Social Work to determine timeline for their accrediting organizations. Also BOSA. These other timelines may be 4 years or longer. All departments need to at least one more time before next HLC visit.</p> |
| <p>7. RASL Executive Summary Template- what needs changed and how can we make it more user-friendly?</p> | <p>JB has heard comments that the form is not user-friendly. (Is that because people are still using the old excel form?) The comments weren't specific as to what problems they had.</p> <p>No other significant suggestions from CIA members or their colleagues.</p> <p>A few suggestions made:</p> <ul style="list-style-type: none"> • Possibly move last 2 sections ("This template..." and "Please compile...") to the top and add a link in #4 to the explanation in the CAMP. • Reminder of the due date at top of form • Make instructions at top clearer, perhaps "This template is the cover sheet summary for your assessment report. There are |

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| | <p>additional components for you to add details in the actual report.”</p> <ul style="list-style-type: none"> • JB will add instructions on how to resize text boxes to make them bigger (drag) |
| 8. Adjourn | <p>4:10</p> <p>With thanks to and from Provost Wallace and others who will not be returning to the CIA next year. Also thanks to Jeff Bell for his leadership as the CIA “accomplished a lot and did it with grace.”</p> |

The alternate RASL Submission timelines for Education would not include:

Masters in ED – English, Math, Teaching/Learning/Leadership (on-campus or Learning Community formats)

Masters in PE-Coaching of Sport

UG - PE Rec/Sport

UG – Educational Studies