

CIA

Thursday January 28, 2021

3:30-4:30 PM

Zoom: <https://minnstate.zoom.us/my/jeffrey.w.bell>

Members Present: Jeffrey Bell, Aimee Shouse, Ross Wastvedt, Tony Greenfield, Kate Borowske, Yumi Lim, Benjamin Anderson, Matthew Zabka, Lori Baker, Scott Crowell, Michele Knife Sterner, Raphael Onyeaghala

1. Consent to Agenda
 - The agenda was consented.
2. Approve 11/19/20 Minutes
 - Lori moved 11/19/20 minutes and Kate seconded. The minutes were approved.
3. RASL Review Presentations- Sign up?
 - A couple of teams already have scheduled their RASL presentations on Team.
 - This is for the programs that submitted RASL last year.
 - 5 minutes RASL presentation per program.
 - Jeff will do his RASL presentation at the next meeting on the 11th.
 - Jeff will send out an email reminder to schedule RASL presentations.
 - Minute takers were scheduled.
4. Assessment Day Planning
 - Information Literacy Survey Continuation
 - Jeff received preliminary data from last fall. It was less than 20 completed. A few of the areas showed some growth from the LEP101 through the graduating senior level. Even though it was a small sample size, we can use it as a component of our assessment day to get those capstone instructors to have their students to complete that as their assessment day assignment.
 - Recruiting Capstone-level seniors to complete diversity assessment
 - Jeff: Even though we have not embedded the diversity assessment that we have, if we can get a handful of people to do writing assignments, we would have a gateway into the diversity assessment. That might give us the leverage to go back to the faculty that teach in the diversity MN transfer curriculum area and suggest problems we see with that and help design something that has more capacity to tell us what's going on. I would like to open up a discussion whether we should push forward on that one more time before we decide what we want to do.
 - Kate and Tony agreed with Jeff.
 - Ben: I am in favor of jumping in. But Jeff Kolnick said that can accept some feedback on his rubric draft and rewrite it based on that. I have concern on the current rubric because it doesn't fully line up with the prompt. It doesn't ask any questions related with equity and power structure. Let's get some feedback and dive in.
 - Jeff: I think the only problem is the freshmen already performed the writing samples. We won't have those. We don't have it until we do it again in another year with the new prompt. Do you have some recommendations of how they are not matched up? Maybe the

CIA could get back to him and he can spend time on designing it for the fall of 2021 in the LEP101 students?

- Ben: I think the prompt is too vague, but the rubric was little more specific. Some of them were addressed by the prompt but there were things missing. My first analysis is that we can just add another question. So, ask more generally but then more specifically try to get them talk about the equity and the influence of different systems in the equity. I can post some comments I have on the MS Team.
- Jeff: Why don't you place a conversation up on Team so that way we can add Lori's comments and get some feedback on it?
- Lori: I agree all the comments so far. I hope my initial comment didn't seem let's not do this. I am wondering if there is any LEP 101 going on right now so that we can have a chance to revise the prompt. So that we can have something from this year.
- Amie: We have 3 sections right now. If we wanted to modify something, the instructors can give now for this semester and then from next week, we will have meetings with the faculty who will be teaching it next semester and we can discuss it, too.
- Jeff: Let's get a conversation up on the MS Team.
- Speaker on equity in assessment? From: NILOA, Minn State, HLC, other
 - Jeff: Kate posted a comment on the Team about a speaker panel that NILOA, they had a list of fellows that we can use as speakers.
 - Jeff: I would feel confident and asking the acting director from NILOA if there were any speakers on the list that their bios that had an equity and assessment to it. I think that would really match a lot of what our campus is focusing on right now.
 - Jeff: How much of budget do we have to spend on a speaker that's going to come in on Zoom for an hour or two hours?
 - Ross: One idea is the equity speaker that we had on the professional development day is an equity and inclusion consultant supported by the system. There are three of them. It might be a good route to go since it cost nothing because we are not allowed to pay system employees from other institutions to spend time with us.
 - Jeff: We went through a HLC and there are some contractual things that they actually have a specific amount that we will have to pay depending on the amount of time we have them for. It's not cheap. We paid \$2400. I could start by asking at the system level.
 - Ross: I will send you a list of the consultants.
 - Jeff: Do you want me to charge me with investigating this and bring it back in two weeks what I found out? Let's do it that way.
- Other
 - Jeff: The assessment day is going to be via Zoom. So, what planning will we need to do other than when the speaker is going to be there? It seems that that becomes more of a workday for programs if it's mostly on Zoom.
 - Jeff pulled up a schedule for the assessment day.
 - Jeff: The schedule format we have now is we thought that this would be the odd year poster presentation. I could send out inquiry from the CIA to see if programs had any recent assessment data that they would be willing to share and we could set it up. Or we could postpone that to even years from here on out.
 - Kate: I think we can have it this year. It's interesting to see what people are doing.
 - Lori: Are we having a speaker in the afternoon and then posters?

- Jeff: We can be flexible on it. We should have some sort of kick-off to the day.
- Amie: I think it's a good idea of the day starting with a common time that we're tighter with the speaker even if that's on Zoom.
- Jeff: Any other thoughts? I'm going to put a poll: "poster presentation? yes, maybe, no."
- Lori: My concern is that a lot of faculty are burn out due to the COVID-19. I think we should have to temper on expectations of how well attended a speaker would be or figure out how to provide some carrots to go along with it because the work of doing the assessment is a lot of work. I am worried about doing all: attending a speaker session, assessment work, and a presentation if it is all going to be on Zoom. We need to concern on the faculty mentality.
- Amie: It is a great point. I do think that people might be more interested in seeing what their colleagues are doing across campus than to go another speaker session.
- Jeff: In the past we asked for some product from the programs. I think we should ask for that report again if we gave more work time. As far as carrots, I don't know. Maybe we can provide grab and go breakfast or treats? How do we do this?
- Lori: Maybe the answer is we just do it and see what we get.
- Jeff: I have to show HLC what we did. But There is so much fatigue via zoom. The conversation on MS Team is still open that asked about your impressions of assessment day planning. We will make some calls next meeting to finalize the assessment plan.
- Lori: Maybe we can provide some incentives to those programs that present.
- Aimee: I think that's nice. Looking at the budget, most of programs still have most of their budget in place so that may not be as big incentive as it might have been two years ago.
- Kate: if we have a power point session, a virtual reception format would be good that you could pick up some food and go to the presentations so that you could snack while you're listening. It makes it a little bit more of an event.
- Jeff: I will send out an email to the department chairs to see how many programs can do a 10-minute presentation. I can check with Chartwells for afternoon snack options.

5. HLC Student Success Definitions Debrief

- Kate shared the comments posted and the highlighted sections on the hypothesis.
- Jeff: This set of documents might help us what kind of data we want to actually collect about our students.
- Lori: One of things I like for this document is that idea that there should be a way to measure student intention when they come to SMSU. The completion data doesn't enable us to track what's at the beginning for them. We could use it to recruit students.
- Scott: We have to be careful because for federal financial aid a student has to be coming to the campus as a degree seeking student. If they tell us here to pick up only the LEPs then, we are not supposed to give federal financial aid.
- Jeff: We could ask it when they meet with Brittney as they are leaving that what their intentions were when they arrived at SMSU.
- Lori: How do we define the student success?
- Jeff: It is changing. No national consensus. HLC is open to those changes.

6. Other - No

Meeting Adjourned at 4:30pm. Minutes Taken by Yumi Lim