# Assessment Committee Meeting – Minutes

February 19, 2016 | 11:00 - 12:30 pm |Library 329

Attendees: Jim Hatton, Craig Stillwell, Jamie Vener, Dorothy Ormes, Hart Wilson, Rene Ordonez, John Taylor, Heather Buchanan, Dale Vidmar

1. University Studies Committee proposal to the senate – Any feedback, Lee? **Lee not present. Apparently little discussion at the senate.**
2. Senior writing:
   1. Jim will outline “major” findings.  **We looked at some summary graphs. Jamie noted that the results were consistent with last year’s. Since there were not major interventions, this shows that our evaluation methods are reliable (consistent). Craig commented that the revision policies for FUSE papers vary. Dale provide us with interesting interpretations of the information literacy (Inf Lit) evaluations. When comparing FUSE to all senior writing, not much improvement but if FUSE is compared to just the research papers more improvement. Dale and Rene are going to meet to discuss how to improve business students’ citation in their business plans. Since there were some differences in how category 1 was interpreted on the QR section, the results will be reported without category 1. Upshot->Jim will produce a report similar in form to last year. We want to do the senior writing again next year.**
   2. Changing the rubric – Process? **Hart and Kristin with input from the USem group will recommend changes to the rubric.**
   3. How to present to spring workshop? **We should invite the capstone faculty. We should go over the draft conclusions of the accreditation subcommittee.**
   4. Repository for exemplars? **The library already collects student capstone papers. We can also use the provost’s S: drive.**
   5. Calls to action? **We could have a staff development workshop for the writing tutors. It might be a good idea for USem to do a pre and post Inf Lit test. We could award (Solicit scholarship money) best student papers, at the 2nd year level, at the 3rd year level and the 4th year level.**
3. Oral communication survey – Reminder: we would like to get a survey done by mid-February. Jim will collate the results. – In progress. **Jim will look over the list and ask for the outstanding surveys and then write a short report.**
4. Planning for the CLA – We will be contacting programs to send cohorts of students. The programs will be picked at random. – progress? **Calls for students have gone out to selected (randomly) departments.**

On-going (so we don’t forget)

* Portfolios
* University Studies – Houses are doing strand writing which is being assessed. Lee will report back to the committee. The University Studies committee is revising forms to be sure foundational skills are still being assessed. – see topic 1
* Communicating with our students – Language from the catalog:

**Assessment**

SOU is committed to improving the quality of instruction by assessing student outcomes. The University determines the progress of the learning process by relating outcomes to clearly defined learning objectives. During their collegiate careers, students actively participate in the outcomes assessment process. Student participation contributes to curriculum design and the evolution of the learning community.

John is working on some kind of document or other means on what graduates have to learn for his program.