# Assessment Committee Meeting – Minutes

April 7, 2017 | 11:00 - 12:30 pm |Library 329

Attendees: Jim Hatton, Kristin Nagy Catz, Craig Stillwell, Dorothy Ormes, Hart Wilson, ~~John Taylor~~, Heather Buchanan, Lee Ayers, ~~Jody Waters~~, Rene Ordonez, ~~Erin Wilder~~

Meeting rooms and dates for spring term. April 7– Lib 329, April 21 – Lib 119, May 5 – Lib 329, May 19 – Lib 216 June 2 – Lib 329

1. Workshop Debrief – Kristin and Jim. **The MSC presentation was received with interest. The brainstorming on closing the loop created some ideas. Hart will share the notes.**
2. Winter oral presentation assessment
   1. Debrief – **We still had some problems with scheduling. Jim will present the results next time.**
   2. Feedback from English Department – **The English department provided some thoughtful suggestions for improving the rubric. Dorothy will consider how to make the subject matter category more presentation friendly. We will include the word, inclusive, in the Language Usage descriptor box but eliminate it from the language in the rating boxes. We will also eliminate the lack of them phrase in the Visual Aids – Beginning box. We probably need to discuss the tone of the conditionals.**
3. Preparing for the Spring Oral Assessments – **We will revise the rubric. Kristin will compile the list of student presentations to visit with special attention, with Jim’s help if needed, to SOAR presentations. We will access only ten freshman presentations hopefully including a variety – Honors, House, etc. We will decide on how many senior presentations next meeting.**
4. Preliminary look at Senior Writing Data – **Jim should some preliminary graphs from the assessments. It looks like the FUSE quality went down and the senior writing has stayed the same for three years. We feel that we need to make this process much more inclusive. Jim will meet with Hart and Kristin to work on this.**

**End of Meeting.**

1. Closing the loop for senior writing – Ideas from a brief brainstorming session:
   1. Get feedback from people using our rubric.
   2. There is a mismatch with our requirements and the actual submissions.
   3. Look at prompt – maybe only to see if potential submission is suitable.
   4. List which didn’t meet the criteria.
   5. FUSE – addressing QR?
   6. Poll the submitters about their revision process.
   7. Have a senior writing workshop at the instructional workshop. (Put on first agenda for next year.)
2. Academic Program Review
3. Spring Workshop

Eventual To-Do List – So we don’t forget.

1. Jim’s Suggestions for new rubric categories:
   1. Clueless
   2. Aware of it
   3. Working on it
   4. With it
   5. On top of it.
2. Spring Oral Presentation Assessment
3. Spring assessment workshops
4. Standardize rubric analysis
5. Response to accreditation report recommendations
6. Communicate with our students.
7. ETS pilot
8. One Year Accreditation Report