# Assessment Committee Meeting – Minutes

April 21, 2017 | 11:00 - 12:30 pm |Library 113

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 113, May 5 – Lib 329, May 19 – Lib 216 June 2 – Lib 329

1. Date of spring workshop. **June 2 from 12:30 to 3:00**
2. Norm Program review evaluations. – **Members had not done the reading or where not there, so postponed until May 5. The PR will need to be done by May 19.**
3. Check the PR Team Qualtrix specialized boxes. – **Jim will discuss with Hart and we will revisit on May 5.**
4. Winter oral presentation assessment
   1. Jim will present the results. – **We will amalgamate with our spring assessments.**
   2. Feedback from English Department – They have been thanked.
5. Preparing for the Spring Oral Assessments –
   1. Help from library people. – **This will allow us to do more.**
   2. Otherwise ready to go? 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 this meeting. **We will shoot for 6 per team – seniors only.**
6. Preliminary look at Senior Writing Data – No statistically significant change. **Jim will look at Rene’s report for guidance.**
7. Closing the loop for senior writing

New ideas

1. Kristin brings individual results to program at PR meeting. Jim develops data sheet. **Jim will use median instead of mean for paper length.**
2. Present data at spring workshop, then brainstorm, then recommendations.

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.)

1. Academic Program Review
2. 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