# Assessment Committee Meeting – Minutes

May 5, 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, Jeff Gayton

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

1. Spring Oral Assessment
   1. Discussion of updated rubric with Kristin and Hart – **Discussed changes**
   2. Jeff will be here – **Members of the library staff will be evaluating presentations in conjunction with committee members. Jeff will bring his staff up to speed on the rubric.**
   3. Scheduling SOAR presentations – **The schedule is out. Kristin will build the google sign-up sheet. People will sign up with anyone to form a team of two. They will meet after the presentation to agree on their assessment.**
   4. Signing up for presentations.
      1. **Kristin will compile a list of non-SOAR presentations to visit later.**
      2. We will shoot for 6 per team – seniors only. **For the SOAR we will shoot for minimum of three and maximum of four.**
   5. Results to be amalgamated with Winter assessments.
2. Program Review Evaluations
   1. Norming session. **We had major agreement on assessing the example program and suggested a very minor tweak to the rubric. The rubric seemed easy to use and provided independent questions.**
   2. Teams? – **We will sign up on moodle. Every team (same as senior writing) will work on three initially. Jim and Kristin will work with Rene.**
   3. How to access reports. **They are on moodle.**
   4. When they should be done – May 19
   5. Update on specialized boxes on team survey
   6. Watch for cool stuff.
3. Date of spring workshop. June 2
   1. Agenda – Senior Writing summary, Oral Presentation overview, PR summary, brainstorm improvements to Senior writing, USem study, Others?
4. Closing the loop for senior writing.
5. Kristin brings individual results to program at PR meeting. Jim develops data sheet. Jim will use median instead of mean for paper length – No easy way to do this with grouped data.
6. 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.)

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. Standardize rubric analysis
3. Response to accreditation report recommendations
4. Communicate with our students.
5. ETS pilot
6. One Year Accreditation Report