# Assessment Committee Meeting – Minutes

January 26, 2018

| 11:00 - 12:30 pm |Library 329

Possible Attendees: Jim Hatton, Kristin Nagy Catz, Craig Stillwell, Lee Ayers, Dorothy Ormes, Hart Wilson, Jody Waters, ~~Dylann Loverro~~, Christina Richardson, ~~Shanell Sanchez~~, Erin Wilder, ~~Michael Stanfill~~, ~~Rene Ordonez~~.

1. MSC News – Kristin is an expert. **She will be a trainer in critical thinking for the MSC.** Jim and Shanell volunteered. **For training as raters.** We will provide an exemplar of what? **One of the student papers we submitted has been chosen as a training paper. We will need to be sure all identifying information is redacted. Jim will find the IRB letter that allowed us to use senior work for assessment purposes. Jim never did find a letter or a form just the memory of phone call from Debra Hofer stating that our assessment efforts come under normal institutional uses of data.**
2. Institutional senior writing assessment – Review our progress.
   1. How is it going? **People are still working. We identified a few exemplars.**
   2. Any general comments being careful not to influence assessers. **We have a new catch-phrase: “Only at Thanksgiving” You had to be there.**
   3. To be done? We changed this date to Jan 30. **We expect a few late assessments.**
   4. Add new data to program senior writing sheets. **We will add the new information from our assessments this year to each program’s senior writing sheet.**
3. Academic Program Review
   1. Review evaluations from last year. Slideshow will happen. **The slideshow summarized only 20 PR’s but eventually 28 out of a potential 35 were turned in. We hope for a better rate of reporting this year since chemistry should be on board and we have new leadership in some programs. Many programs are not closing the loop.**
   2. Review our intentions from last year. Last year focused on data and end of cycle. Jim will summarize. **We want to substantially follow the same outline with the addition of a question about adjustments to the new mission and outcomes. As we review this year’s program’s submissions we will be looking at the goals in the last PR’s.**
   3. What do we want this year? Draft sooner rather than later. Do we want more substance whatever that means? The continuous improvement paradigm still holds for all outcomes. The academic program reviews will be substantially similar to last year’s with the addition of a narrative on how the program adjusted to the new core themes. The members of this committee will try to construct such a narrative for their programs to see how this will work. Jim will review the committee’s report on the academic program review process from last year and bring suggestions for improvement to our next meeting. **Jim will work on modifying the guidelines for this year. Hart will edit them. Dotty will look at them from a Transparent assignment design point of view. We feel optimistic about getting reports of improvements to program assessment efforts.**
4. Winter workshop discussion. (Not facilitated by us).
   1. What is in place for TD workshops? **This is a misnomer. The workshops, which will include nonacademic departments, will be about adjusting to the new mission and documenting and measuring the adjusted outcomes.**
5. Plan transition to new mission
   1. Expectations **Kristin was optimistic that we will be able to include creativity in our measurements of senior writing.**
   2. Timing **This will be a process with momentum gradually building to next year.**
6. Plan oral presentation assessments for winter term.
   1. Kristin will survey the programs for a list of capstone presentations for the winter term.
   2. Kristin will run a norming session. February 23. **Jim will ask John Taylor for some videos we can use.**
   3. Jim will review our report on oral presentations and bring suggestions for improvement to the committee.