

Notes - Academic Assessment Council
Tuesday, June 6, 2018, 10:00 – 12:00 p.m., MSU 322

Present: Krista Prock, Carole Wells, Karen Rauch, Greg Shelley, Carissa Pokorny-Golden for John Ward, Mary Eicholtz, Michelle Kiec, Anne Carroll, Denise Bosler, George Sirrakos, Gil Clary, Diane King, Natalie Snow

- Review template for program assessment report

Greg Shelley and Denise Bosler will enter some of their assessment data into the template to gauge usability and will report back to the group. We will plan to use their feedback to finalize the form at the June 19th meeting.

There will be an alternate form to complete if a department does not have established SLOs or data related to student performance on the SLOs. The following will be included in the alternate form:

-What did you expect students to learn this year (student learning outcomes) and how do you know if they achieved this expectation (outcome)?

-Other questions will be designed to take faculty through the traditional assessment cycle, i.e., define student learning outcomes, develop a curriculum map, etc. Assignment types that are often associated with program assessment (portfolios, common assignments) will be addressed as well. (What are the assignments that all students in this program complete?) *Examples from other institutions with a like discipline can be offered for assistance.*

- SLO review and publishing

This process is set. Deans will confirm SLOs by the end of June and all approved SLOs will be published on the Office of Assessment website. We discussed SLOs for minors, but will revisit that idea once all major programs have SLOs. The General Studies program was also mentioned, and CLAS will draft something about the outcomes of that program.

- Assessment plan/schedule

2017-18

Week of June 18 – send program assessment report template to chairs

July 20 – Chairs submit program assessment reports to Deans

August 15 – Deans submit program assessment reports to AAC

August 15 – GEAC results reported to AAC (make this date the same as the date deans submit reports to AAC)

August 16 – AAC meets to analyze reports

September 15 – Office of Assessment and AAC submit academic assessment report to Provost

2018-19

October 15 – all programs have completed SLOs (major programs only) – published on Office of Assessment website by October 22

November 15 – each program has a curriculum map with identified measures for each SLO.

December 15 – program assessment plans complete with a schedule of assessments and complete rubrics for the SLOs to be assessed in 2018-19

June 15- Departments send completed program assessment reports to Deans

July 15 – Deans provide assessment reports to AAC

July 15 – GEAC provides 2018-19 report to AAC

August 15 – AAC meets to analyze reports

September 15 – Office of Assessment and AAC submit 2018-19 academic assessment report to the Provost.

Next Meeting – Tuesday, June 19, 2018, 10:00 a.m. GC 200 (tentative location)

- Future Meetings –July 3, 2018, July 17, 2018, July 31, 2018 and August 16, 2018 – all at 10 am