

Final Report
Academic Assessment Committee
20 April 2017

Members:

Kathy Hintz (chair)

Ryan Bent (student)

Lisa Borden-King, Linda Cresap, Erik Kana, Mark Singer, Andrea Donovan (faculty)

Kris Warmoth (Dean's Council)

Laurie Geller (VPAA)

Daniel Clayton (fall GE Committee Liaison), Dan Ringrose (spring GE Committee Liaison)

During the fall semester we met to rethink the assessment of our general education program. On Assessment Day we held a forum to solicit opinions for our proposed system in which all courses are assessed on a three-semester rotation (fall/spring/fall). Faculty teaching courses with more than 30 students will only assess the first 30 students. After the initial three-semester rotation we will repeat the rotation with a spring/fall/spring rotation. We hope this will produce more meaningful data. We proposed the model to Senate on April 20 and Senate voted to approve. The website has been updated to better explain the model and assessment to faculty and students. In addition, rubrics and the links for entering the data are easily accessible. Over the summer the chair will update newly added courses and distribute a reminder to chairs and faculty. We look forward to looking an initial data in Spring 2018.

Kathy Hintz was re-elected chair pending re-election to the committee in the university-wide elections.

Respectfully submitted,

Kathy Hintz

MINUTES 2016-2017

Academic Assessment Committee

12 September 2016

Members present: Mark Singer, Laurie Geller, Lisa Borden-King, Andrea Donovan, Linda Cresap, Rebecca Ringham, Daniel Clayton, Erik Kana, Cari Olson, Kris Warmoth

Members absent: none!

Kathy will send a note to Zeni about cleaning up the language about whether our membership must include the Dean of the Center for Extended Learning or any member of the Dean's Council.

The current outcomes don't describe the program as a whole. Could we re-write the outcomes for the GE program? Then we could design an assessment that would capture the differences. Do we need to change more than the outcomes?

Kathy will attend the GE meeting on Wednesday, September 14

Andrea, Lisa, Mark, and Kathy will volunteer to work on the committee to work on structure and outcomes for the GE program. Our committee will then work on producing an assessment for GE. By re-structuring we mean rearticulating/explaining the structure. We are not intending to restructure the program. Our goal would be to reinforce the original intent.

Kathy is going to send to an email all faculty members asking all GE Developmental content faculty members to assess the work that is described in their application. Questions about the key assessments should be directed to Daniel Clayton. This change for this semester is for gathering information needed for GE recertification, gather information for our HLC report, and help us gather information for evaluating the GE assessment process. We need to make sure the email gets to dual credit/adjunct faculty by reminding chairs to contact adjunct and dual credit faculty. Faculty should choose three different samples with a scored rubric from each class to upload to Sharepoint. In preparation for this process contact the chairs for clarification on who has access to this.

Fall Assessment Day will be used for departments to work on their assessment activities.

Andrea will bring all the GE coursework applications to Daniel Clayton for the GE committee.

Follow up: Linda met with the HLC team and reviewed criterion 3. HLC Criterion 3 B is all about Gen Ed. Specifically, 3B2 states: *The institution articulates the purposes, content, and intended learning outcomes of its undergraduate general education*

requirements. The program of general education is grounded in a philosophy or framework developed by the institution or adopted from an established framework. It imparts broad knowledge and intellectual concepts to students and develops skills and attitudes that the institution believes every college-education person should possess.

Linda and the HLC team would recommend that we do have learning outcomes for general education and not just for each area.

Respectfully submitted,

Kathy Hintz

Academic Assessment Committee
October 3, 2016

Laurie Geller, Mark Singer, Lisa Borden-King, Linda Cresap, Erik Kana, Ryan Bent, Cari Olson, Rebecca Ringham, Melissa Cantone, Kris Warmouth, Kathy Hintz

Absent: Daniel Clayton, Andrea Donovan

Kathy sent the proposal to clarify the committee members to Senate and that is working its way through Senate.

Kathy will recommend to Senate that we are not going to assess GE this semester while we determine a better course.

The GE committee proposed this for an overarching goal for GE: *The focus of GE is to provide our graduates with certain skills, capacities, and experiences.*

We would like to propose to the catalog description of three broad areas (CCS, PSR, IP) be the goals for general education.

Laurie will call a meeting with the GE committee.

Linda will bring a description of the proposal. We can ask the GE committee to bring a proposal of their idea.

Kathy will check the ad hoc report on page 5 presented to Senate to see if there are other goals that we can easily use.

Respectfully submitted,
Kathy Hintz

Academic Assessment Committee
October 24, 2016

Present: Andrea Donovan, Mark Singer, Daniel Clayton, Laurie Geller, Rebecca Ringham, Linda Cresap, Ryan Bent, Kathy Hintz, Lisa Borden-King

Absent: Erik Kana, Cari Olson, Kris Warmouth

Linda reported that in her HLC training they looked at a situation very similar to ours and HLC said they would pass because they have data and they are interpreting it and using to move forward.

Mark presented an option for assessing that would assess all GE course in a rotation over three years which would address the issue of the small number of responses each semester. The main concern was that it continued to randomly sample students and could not show specific progress.

Our two choices seem to be:

- Standardized test with either inbound/outbound assessments or at end and then look at the outcomes and also research CLA to see if it has improved
- Identify early and late courses within current system for different majors and see if we could do some early/late assessments of the outcomes.

Kathy will send an email to Cari her about what specific CLA we used. Kathy will ask George how many computers there are on campus.

Academic Assessment Committee
November 17, 2016

Present: Daniel Clayton, Cari Olson, Linda Cresap, Laurie Geller, Lisa Borden-King, Mark Singer, Kathy Hintz, Deb Kinzell (for Rebecca Ringham)
Absent: Andrea Donovan, Erik Kana, Ryan Bent, Kris Warmoth

We will use Assessment Day (February 21) to present our new model to faculty for discussion. We plan to have a session from 9-11 am.

Linda asked if there was a rational reason for doing assessment summer, fall, spring instead of fall, spring, summer and Cari Olson explained that it was required in that format for federal data reporting purposes.

We talked about ways to improve the current system that might help us get more information from the data. The biggest challenge at the moment is that scores are averaged by class. We brainstormed what a data entry format/storage would look like if faculty could input more information. There are a number of options for data input

(Class Climate, Google Forms, Qualtrix). We could ask faculty to input course name, GE category, student's year in school, student's score.

Challenges – How would we explain this to faculty based on their input last year? What might be a good rotation? We discussed 2 years. We may have to go back and look at course by course information

We need to meet in December to write something more concrete.

Kathy

Academic Assessment Committee
December 7, 2016

Present: Linda Cresap, Mark Singer, Lisa Borden-King, Erik Kana, Andrea Donovan, Rebecca Ringham, Laurie Geller, Kris Warmoth

Absent: Cari Olson, Daniel Clayton, Ryan Bent

Daniel Clayton is leaving in December and Dan Ringrose will replace him as the representative from GE.

Laurie made a Google form for submitting the data from the new class. The data would then get put into an Excel spreadsheet.

Laurie volunteered to make the rest of the forms and then members of the committee could make sample data for demonstrating on Assessment Day.

Laurie is planning to hire a student worker to scan the descriptions of the assignments originally submitted and put them on GE website. Linda will double check to see if the descriptions are already scanned for proposal to the GE committee. Maybe Amy Roberts would have all the scans? 2013-14 was the year when most were proposed. Kathy will check with Amy.

We will meet once in January to review what the spreadsheet looks like. Mark will put in data for CCS2. We will ask Melissa Spelchen to input CJ 201 and Dan Ringrose to input HIST 215H and Jane LaPlante to put in HON 254H.

We could do a rotation of every three semesters and then assess the summer classes and have faculty report the data in the fall.

Respectfully submitted,

Kathy Hintz

Academic Assessment Committee

1 March 2017

Present: Mark Singer, Erik Kana, Rebecca Ringham, Linda Cresap, Dan Ringrose, Lisa Borden-King, Laurie Geller

Absent: Ryan Bent, Andrea Donovan, Kris Warmoth,

GE Committee is working on goal statement for general education to put in the catalog. GE is moving the orphan foundational course into the developmental framework. GE is collecting all of the assessments submitted by departments for each of the categories.

We reviewed the comments from Assessment Day and concluded there was consensus to move forward.

The rotation will be:

Semester 1 CCS1 and 4 PSR1, IP1 and IP2

Semester 2 CC2 and 5, PSR2, IP1 and IP2

Semester 3 CCS 2 and 6, PSR 3, IP1 and IP2

Kathy will write up the list and send them to the chair to anticipate any problems.

Kathy will present the information to Senate.