ASCC Assessment Panel

Approved Minutes

Monday, March 23, 2015 8:00am-9:30pm

110 Denney Hall

ATTENDEES: Breitenberger, Hogle, Lin, Nini

Agenda

1. Approval of Minutes
	* Nini, Lin, unanimously approved
2. Course Proposal Syllabus Template
	* Good idea for proposals.
	* No official feedback to provide since this template cannot be used for GE courses
	* It is important for the Honors Panel to review the template
3. Review two Education Abroad reports
	* Social Work 5798.02
		+ Only component missing is how the instructor will make improvements to the course to improve student learning of the GE expected learning outcomes.
		+ Feedback letter to send: Middle
	* Spanish 2798.11
		+ Only component missing is how the instructor will make improvements to the course to improve student learning of the GE expected learning outcomes.
		+ Scores are lower but could be how they scored the assignments.
		+ Feedback letter to send: Middle
4. Discuss Draft Assessment Plan template for new course proposals
	* Panel discussed changes to be made to the template to make it clear what is expected in a GE assessment plan.
	* The draft includes sections from the GE rationale. However it seems more appropriate to keep the rationale and the assessment plan separate. If the other panels want the rationale section to be more concise then they should consider creating a separate box for the rationale. The GE rationale does not belong in the GE assessment plan since the proposals should go well beyond what is expected in the assessment plan.
	* Each of the ASCC panels should review the template for approval.
	* How the data will be used
		+ The proposal needs to articulate that the unit has a process for reviewing the data that could lead to making course improvements related to the GE ELOs.
5. GE Service Learning and GE Education Abroad DRAFT Assessment Summaries
	* Education Abroad
		+ The Panel is satisfied with the data
		+ No changes to the Education Abroad category are recommended at this time because the majority of the courses appear to be achieving at least the expected level of achievement on the rubric.
		+ The Panel Chairs will continue to clearly articulate what is expected in the reports when meeting with instructors.
		+ Will make recommendation, up to and including, withdraw of courses for which there are repeatedly no assessment reports submitted. The recommendation will be made to ASCC.
		+ When providing feedback to individual instructors the data summary could be provided.
		+ Many of the instructors are closing the loop by modifying more of the pre-travel or in-country experiences in ways that address the GE ELOs. Some instructors talked about ways to focus students on being more reflective on their experience.
	* Service Learning
		+ Same as the GE Education Abroad recommendations
		+ Add ASCC Assessment Panel also recommended norming activity for the courses with multiple instructors.
		+ Provide table with data findings to the instructors in the feedback letters.