ASCC Assessment Panel

Approved Minutes

Monday, March 7, 2016 11:30pm-1:00pm

110 Denney Hall

ATTENDEES: Hawkins, Hogle, Krissek, Nini, Oldroyd, Vaessin

1. Approval of 2-22-16 Minutes
	* Hawkins, Nini, approved (1 abstention)
2. IS report revisions
	* The appendices provided are acceptable. For future reporting the unit should be more proactive in making sure that GE assessment is being implemented from the beginning by developing a clear GE assessment plan that allows for the collection of data by each GE expected learning outcome using direct assessment methods.
		+ If assistance is needed when developing direct assessment methods the unit should contact another department that specializes in a specific category (i.e. History) or the Arts and Sciences Curriculum and Assessment Services office for assessment examples.
3. Discuss Panel items for the semester
	* TracDat
		+ Sheila Craft-Morgan will be sharing the details of TracDat with the Panel at the next Panel meeting.
		+ One possible concern is if the system will only allow data to be collected by each GE expected learning outcome rather than by category which would require someone to re-enter the same information several times.
		+ Current method of reporting could be improved in order to simplify the process for the instructors and departments as well as for the Panel to review.
		+ The benefit of TracDat is that it will allow reporting at the institutional level and for accreditation purposes.
		+ If TracDat will not work for GE assessment another approach to collecting the assessment reports should be considered.
	* Rubrics will be developed by the curriculum panels
		+ Remind the panels that the rubrics should be general but not too simplistic. The rubrics should be meaningful as units may look at the rubrics to determine if they meet a specific GE category.
4. Updating report requirements
	* Will revisit report requirements once a decision regarding TracDat for GE assessment is made.
5. Determine next reports to request
	* Will revisit the GE Assessment Plan developed in 2013 to determine next categories to focus on and which courses to request reports from based on enrollment numbers.
		+ There should be a spread of courses not just courses with the highest enrollment numbers.