ASCC Assessment Panel

Approved Minutes

Monday October 3, 2016 3:00pm-4:30pm

110 Denney Hall

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

Agenda:

1. Approval of 9-19-16 Minutes
	* Krissek, King, unanimously approved
2. Qualtrics presentation
	* A survey through Qualtrics has been developed for instructors and departments to use to submit GE assessment reports. Over the summer, the ASC Curriculum and Assessment Services office began developing the survey based on the report requirements that were approved by the Panel in 2013. The survey, the submission process, and the final reports that come from Qualtrics were presented to the Panel for feedback to make final changes before being piloted.
		+ Suggestions from the panel members included changes to the language of the questions, additional information to request (i.e. average class size and course components), combining questions that request similar information, and adding a textbox for instructors to explain how the numbers for the rubric were determined.
		+ A document including information about Qualtrics and how to use it for GE assessment could be developed and provided to the instructors.
	* The suggested changes will be made by the ASC Curriculum and Assessment Services office and then will be piloted by a few instructors that will be requested to submit a GE assessment report in July 2017.