ASCC Assessment Panel

Approved Minutes

Wednesday, September 23, 2020 9:00am-10:30am

CarmenZoom

ATTENDEES: Kusaka, Jenkins, Lam, Oldroyd, Putikka, Rush, Samuels

1. Welcome and introductions (Chair)
* GE assessment overview:
	+ GE assessment is part of the accreditation process. The Panel reviews GE assessment reports to see how well GE courses are meeting the GE Expected Learning Outcomes (ELOs).
	+ There are three types of GE assessment requests the Panel makes:
		- Departmental reports – requested from departments with a large number of GE courses (e.g. Math, History, etc.)
		- Course sets – focus on a particular GE category; request reports for individual courses in the category
		- New GE courses – all new GE courses approved since 2014 must submit a GE assessment report after the second offering of the course.
1. Approve 1-24-20 minutes
* Samuels, Rush, **approved** with two abstentions
1. Review GE assessment reports
	1. Bioethics 2000
* Includes both direct and indirect assessment methods (qualitative and quantitative). The questions used to assess were appropriate for the course content and for the GE ELOs.
* It is a little difficult tell which questions looked at which ELO. The assessment plan differs a little from the report. The plan does not seem to differentiate the methods by ELO, but the report does. The Panel recommends updating the assessment plan to better match how the department assessed the course. Differentiating the methods for assessing the ELOs, as was done in the report, is a good idea.
	1. Music 3364
* The report assessed two GE categories, Diversity – Global Studies and Visual and Performing Arts.
* Used a very simple rubric for evaluating each ELO separately.
* The report that was sent was useful and the questions that were used to assess the GE ELOs were appropriate, but some elements of the report are missing (sections A, C, D, E, and the required appendices). Without this information, it is difficult for the Panel to fully evaluate the report.
	+ Submit the full report with all required sections, including a sample syllabus, an assessment plan with expected levels of achievement for each ELO, and information on how the report will be used. Some information on how the assessment report was used were included in the notes, but some of the notes were course-specific rather than related to the GE.
	+ If the assessment plan has been revised from what was initially submitted, provide a brief explanation of what changes were made.
* Will return to Pok-sang Lam to review revision
	1. History 3575
* This was supposed to be a GE assessment report, but it appears to be a revised assessment plan from what was originally approved by Arts and Humanities when the course was submitted. History has been asked by the Arts and Humanities Panels to provide more thorough GE assessment plans when submitting new GE courses. This better reflects the new standards for GE assessment in the department.
* The assessment plan looks comprehensive. The direct assessment is evaluated by a rubric, and the planned questions are appropriate for the ELOs.
* The Assessment Panel would like the department to implement this plan when the course is next offered and provide a report based on the data collected.