

Assessment Taskforce Minutes February 16, 2006

The Assessment Taskforce met at 2:30pm on Thursday, February 16, 2006 in the Blue Room of the Business Sciences Building. Members present were Nancy Womack, Kathy Ackerman, Lisa Bridges, Jo James, Melissa Johnson, Steve Hollifield, Angela Ledford, Erin Riddle, Jeremiah Councill, Bret Parker, Melanie Hensley, Tom Tucker, Myra Johnson and Carol Richardson.

The following items were discussed:

Old Business:

1. Minutes from the last meeting were approved.

New Business:

1. Budget Report-Nancy Womack, Chair
 - a. Budget of \$11,000 of which \$1,741.36 was paid for Dr. John Zubizarreta to speak at the Fall Convocation 2005 on "Strategies for Improving Learning Through Critical Reflection" \$900.00 was paid for eight to attend the Workshop at Lenoir-Rhyne College January 5, 2006 given by Dr. Larry Kelley on "Embedding Assessment of Student Learning Outcomes in Assignments"
2. Nancy Womack discussed Professional Development opportunities:
 - a. NC State 4th Annual Undergraduate Assessment Symposium will be April 6-8, 2006. John Quinley and Nancy Womack wrote a proposal for a presentation by Isothermal. Dr. Trudy Banta will be the keynote speaker. Nancy asked for any interested in attending to talk with her. The Early bird registration deadline is March 10. Go to www.ncstate.edu website and google Undergraduate Symposium for the registration forms. Get these forms to Nancy and she will forward the forms to Lois Scruggs who is in charge of making the travel arrangements.
 - b. Alverno College has been given a grant from Lumina to gather input about student learning outcomes. This grant will then pay for 2 representatives from Isothermal to attend a summer consortium 2006 with workshops to follow 2007-2008. Brett Parker and Steve Hollifield will be our representatives. Each institution will submit responses to questions regarding student learning outcomes. These questionnaires were completed by small groups at the end of the Taskforce meeting. Nancy will compile all responses and forward them for the Taskforce.
 - c. Alverno College will once again offer their Summer Institute titled "Connecting Student Learning Outcomes to Teaching, Assessment, and Curriculum" June 19-23, 2006 for a three or five day experience. See website http://www.alverno.edu/for_educators/week_long.html

Nancy asked for any interested in attending to talk with her. Melissa Johnson and Jo James expressed interest in attending this institute.

- d. Dr. James D. Anderson will be presenting “Assessment Accountability and Retention in the Learning College at the Marriott Desert Ridge in Phoenix, Arizona June 16-19, 2006. Dr. Trudy Banta will also be there. Early registration will be \$375.00. Nancy asked for any interested in attending to talk with her. Erin Riddle, Melanie Hensley, and Angela Ledford expressed interest in attending this conference.
3. Reports from Assessment subcommittees:
 - a. Student Portfolios-Tom Tucker gave the report
 - 1) HUM 220 (Student Portfolio course for Arts and Sciences) is being taught by Barbara Peterson this semester for the first time.
 - 2) Business Sciences is planning on redeveloping COE 110 into their Student Portfolio course for Business Sciences.
 - 3) Applied Sciences may have a last semester course in which the Student Portfolios could be turned in to be checked for completion.
 - 4) Portfolio week will be March 6-9 and workshops for Students will be March 6, Monday from 2-3:15pm; March 8, Wednesday from 5-6:10pm; and March 9, Thursday from 11-12:15pm.
 - b. Program Assessment-
 - 1) Plan for Sharing Program Assessment Plans/Competencies is as follows: Business Sciences on February 22 Weds at 2:30pm; Arts and Sciences on March 22 W at 2:30pm and Applied Sciences on April 27 Thurs at 2:30pm.
 - 2) The Assessment Stage tracking report is being updated as each division is updating its progress. Erin Riddle has been working with Applied Sciences and should have their updated reports to John Quinley by next week.
 - c. Penelope-Jo James, Chair
 - 1) Penelope is ready to accept data. Jo will be working with each division dean and liaison to have the courses and artifacts selected for data collection. The number of artifacts will be decided by the deans.
 - 2) This data will be entered, compiled and shared at the Fall Campus wide meeting 2006.
 - d. Peer and Self-Assessment-Jeremiah Council, Chair
 - 1) Members include: John Quinley, Melanie Hensley, Elizabeth Barrows, and John Jones. Jeremiah is in the process of asking for a Business Science and Applied Science Representative to join this committee. They have met and are developing a survey to be completed by faculty at the April Campus-wide meeting.
 - e. Historical and Cultural Perspectives-Brett Parker, Chair

- 1) Members include: Tim Beaver, Terry McEntire, Hilda Moore, Susan Vaughan, John Quinley and Lisa Canterbury.
 - 2) Nancy Womack said that Leanna Joyner at WNCW Radio Station expressed interest in joining this group. Brett Parker plans to invite her to the next meeting.
 - 3) This committee has been hard at work. Susan Vaughan has developed websites and a discussion list. They are currently working on a survey to be completed by faculty at the April Campus-wide meeting. This will enable them to develop definitions and standards.
4. Nancy Womack reported that Jeremiah Council is now administering a Pre-test and Post- test to all ENG 111 students and offering tutorials online in Blackboard under the course English Tutor. Any faculty may have their students take this test to gauge their weak areas. Barbara is also offering Pre-tests and Post-test to all ENG 113 students regarding Information Literacy. She also reported that the English faculty are compiling a set of the most common mistakes in the writing process and plans to educate students on ways to avoid these common mistakes. They plan to have this ready to share on March 22 Campus-wide Assessment meeting. Bring your questions about this to the March meeting.
 5. Nancy Womack discussed the agenda for the Campus-wide meeting to be held February 22, 2006 in the Foundation at 2:30pm. Business Sciences will be the primary presenter followed by Barbara Peterson informing all of the faculty about the Portfolio workshops and reflections assignments.
 6. The taskforce met in small groups and completed the Alverno Questionnaires for Nancy to compile and send to Alverno for the Lumina Grant experience.

The meeting was adjourned at 4:00 pm.

The Assessment taskforce meetings will be scheduled as follows:

March 16 Thursday 2:30pm in the Blue Room

April 13 Thursday 2:30pm in the Blue Room

The Campus wide meetings will be scheduled as follows:

Feb 22 Weds 2:30 pm Foundation

March 22 Weds 2:30pm Foundation

April 27 Thursday 2:30pm Foundation

Minutes prepared by Carol Richardson, Assessment Taskforce Vice Chair.