

Assessment Committee Minutes

Truman College

9/4/14

Attendees:

- Dean Stewart Geoffrey Martin
- Joy Walker Angelito Garcia
- Nick Lim Akbar Ebrahim
- Marwan Amarin Kate Connor
- Derek Lazarski Ana King
- Danielle Paz Harry Sdralis
- Leone McDermott Farzana Najam

Meeting started at 2:03PM on 9/4/14

Committee Membership:

- Discussion about who is a member of the Assessment Committee, and checked for departmental representation. Updated membership to include Dean Stewart, Kelly O'Mally (Social Science), Harry Sdralis (Biology), Akbar Ebrahim (Biology).
- Representatives still being sought for: Automotive Tech., Cosmetology, and Nursing
- It was also discussed that we should update the Assessment webpage to reflect changing membership

HLC Results Forum:

- Geoff congratulated Kate Connor on her performance with the HLC and as the former chair of the Assessment Committee. Kate was able to build a positive relationship with HLC, and HLC is willing to help Truman College in the future. In addition, it was reported that the 6 month reports are finished.
- Geoff will access the HLC site, pull the Assessment Academy reports, and post them on Truman's SharePoint for 2020 Accreditation records.

GenEd Assessment Cycle:

- Communications (Written and Oral) Rubric Discussion (FINAL EDITS):
- All criteria will have the same weighting. Each line item will be assigned a 10 for Exceed expectation, 5 for Meets Expectations, and 0 for Unsatisfactory. This was agreed by all members present.
- First row was renamed "Statement of Purpose." Multiple changes were made in that row to create uniform language across all three columns
- Second Row – Structure: replaced thesis with "Statement of Purpose."
- Third Row – Conclusion: relocated to the bottom, and point values reassigned. The word "persuasively" was eliminated. The word "logically" was replaced with adequately.
- Fourth Row – Support: will include "data, examples, quotations, citations" in description column to clean up wordiness in line-item language. The word "evaluates" will be replaced by "incorporates." The unsatisfactory column of this row will have a new bullet point, which will read "Lacks adequate sources."
- Fifth Row – Style and Tone: will combine two bullet points under the "Meets Expectations" column to match the single bullet point of the other two columns.

Artifacts to be Considered?

- Discussion about what courses/artifacts would be evaluated with this rubric for the GenEd Assessment Cycle.
- Unofficial List: ENG 101, CHEM 121, BIO 114, SOC 101, 103 Humanities 201 or any General ED class would use this rubric.
- It was proposed that we shuffle the submitted papers before we choose which ones to artifact in the future.
- Another question was asked about how to assess and archive speech 101 presentations since there is no written documentation. Dr. Amarin proposed that we video tape or record our students. Kate Connor believed that it wasn't feasible with the limited resources that the Assessment Committee has. In the end, it was determined that we need to explore the possibilities for GenEd. Oral Communication assessment.
- Geoff Martin reports that Franklin Reynolds had approached him about the need to design an Oral Presentation rubric that would be available for GenEd courses at the college.

GenEd. Assessment:

- Geoff will draft an all-faculty email "Letter to the Faculty" before the next meeting and share it with the Committee members for review on Oct. 4th
- Letter should be distributed before October midterms so that faculty can begin to collect artifacts for submission

Discipline Assessment Initiatives:

- Geoff reports that Rudra submitted a HUM 201 cross-section assessment report in the summer. The committee asked him to reach out to Rudra to find out what he would like the Assessment Committee to do with his report (upload? Consult?)
- Other: Joy Walker shared that CHEM 201 students demonstrated a problem with cubic conversions during the exit exam. This feedback was given to the chemistry instructors for discussion.
- Discussion and agreement: We need to get better at documenting the assessment work and decision-making that is currently happening in our disciplines.
- Concern was raised that we need to also follow up department/discipline assessment work with incentives for continued, long-term assessment (ie. Funding or material requests connected, in part, to assessment results. Small grants for assessment data that suggests need)

Vision & Ideas:

- Meeting running out of time. Geoff said he would mention this "Flash 5" idea at the next meeting

Closed Meeting (Faculty Only):

- Out of Time, but Geoff does want to preserve the Open/Closed Assessment meeting structure of past semesters in order to give space/time for faculty-only conversation regarding assessment-related needs and concerns

The meeting was adjourned at 3:30PM on 9/4/14