

Instructional Assessment Sub-Committee Minutes

Committee/Meeting Name	Instructional Assessment Sub-Committee				
Date	November 11, 2010	Starting Time	11:00 am	Ending Time	1:00 pm
Location	Library 113			Recorder	Betsy Wingert
Members Present	Dr. Russell Lowery-Hart, Danita McAnally, Kara Larkan-Skinner, Deborah Harding, Aimee Martin, John Robertson, Richard Whitaker, Denise Hirsch, Shawn Fouts, Mark Rowh, Frank Sobey				
Guests					
Absent	Toni Gray, Lynae Jacob, Michael Kopenits, Carol Summers				

Topics	Discussion, Information Presenter: Kara Larkan-Skinner	Action to be Taken, Decision, Recommendation, Timeline
Lunch Approval of Minutes	<ul style="list-style-type: none"> Approved with corrections by acclimation 	
<p>What will be done to ensure that summary of strengths and areas for improvements are itemized this year for EACH competency?</p> <p>C.S.3.5.1. "Identify college-level general education competencies and the extent to which graduates have attained them."</p>	<ul style="list-style-type: none"> SACS Statements AC's Current Status and Recommendations <ol style="list-style-type: none"> Currently AC has four in the catalog. – Communication, Critical Thinking, Mathematics, Technology Recommend : AC align its general education competencies with the proposed six from Texas Higher Education Coordinating Board's (THECB) Undergraduate Education Advisory Committee (UEAC). <i>(Motion required. Must be approved</i> 	<p>Six proposed by UEAC: Critical thinking skills, Communication skills, Empirical and Quantitative skills, Teamwork, Social responsibility, Personal responsibility – listed on Proposed Core Objectives handout</p> <p>Are there existing rubrics for these? Yes there are</p>

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<p>C.S.3.3.1. "Identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of</p>	<p>3. Currently using holistic numbers and targets were pulled out of the air. Added strengths and areas for improvement last year.</p> <p>4. Recommend: AC provide more specific/detailed areas for improvement.</p> <p>5. Recommend AC's academic leadership hold faculty discussion by Dean areas on what improvements/revisions can be made <u>NOW</u> based on current information.</p> <p>C.S.3.3.1.1. educational programs to include student learning outcomes</p> <p>1. Currently AC requires each department/program to identify at least on direct student learning</p>	<p>value rubrics that AC could use. How do we know that these will not change? Danita says that there is no discussion to change the core objectives but there may be changes in the component areas (listed on the back of the Proposed Core Objective handout).</p> <p>The new competencies will require more extensive training for those who would be evaluating the artifacts. Professional Development sessions, etc.</p> <p>Need to review the current rubrics and revise them to be more specific.</p> <p>At this time the Communication Competency Committee has the most detailed report – need to give more detailed information to the deans so they can give better information to the faculty.</p>

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<p>improvements based on analysis of the results in each of the following areas.”</p>	<p>outcome on the PET form</p> <ol style="list-style-type: none"> 2. Recommend: Each program/department meet this requirement for 2010/2011 PET form. 3. Currently AC requires each department/program to provide results for at least one direct student learning outcome. 4. Recommend: Each program/department meet this requirement for 2010-2011 PET form. 5. Currently AC requires each department/program to analyze results and use the results (evidence) to make improvements/revisions on PET forms. The improvements/revisions for the upcoming year are called Plans of Action. Reports on success of improvements/revisions for the past year are called Follow-Up Responses. 6. Recommend: Each program/department meet this requirement for 2010-2011 PET form. Prior to submitting the annual PET form programs/departments should: <ol style="list-style-type: none"> a. Hold a faculty meeting to discuss the results b. Brainstorm “promising practices” of the 	<p>Motion needed: Must be acted on Dean’s Council</p> <p>PET forms – still 20 departments that have not submitted the PET</p> <p>Kara is willing to work with departments and people on completing PET forms – has appointments to work with several departments</p> <p>Motion needed: Must be acted on by Dean’s Council</p>

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<p>C.R.2.5. "Engages in ongoing, integrated, and institution-wide research-based planning and evaluation processes that incorporate a systematic review of institutional mission, goals and outcomes; result in continuing improvement in institutional quality; and demonstrate the institution is effectively accomplishing its mission."</p>	<p>department's faculty and from literature review</p> <p>c. Discuss follow-up responses</p> <ol style="list-style-type: none"> 1. Ongoing – cycle continues over a long period 2. Integrated-all planning and evaluation (assessment) is connected together and closes the loop 3. Institutional-wide – every aspect of the college 4. Research-based – both validity and reliability are present 5. Systematic review – regularly schedule analysis for mission (annually each June), goals (at least annually by June), outcomes (at least annually) 6. Continuing improvement in institutional quality – improvements/revisions are at least attempted based on evidence 7. Demonstrate...institution...effectively accomplishing its mission – evidence is provided on a systematic schedule (e.g. annually) 	<p>Plan of Action and Follow Up Responses</p>

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	regarding results for measurements of goals (includes mission) within Strategic Plan through 2015.	
Motions	<p>C.S.3.3.1</p> <ul style="list-style-type: none"> • All three motions - #2, #4, #6 • Discussion: #4 Each program/department meet this requirement for 2010-2011 PET form. – will not happen this year • It is okay to slow the process down for ITT <p>C.S.3.5.1</p> <ul style="list-style-type: none"> • Tabled the motion #2 AC align its general education competencies with the proposed six from THECB's UEAC. 	<p>Motion: John Robertson Second: Frank Sobey Motion passes unanimously</p> <p>Danita will send links to the value rubrics to the committee. Discuss those at the next meeting in January.</p>
Other	None	
Next Meeting	January 14, 2011 10:00 am – 12:00 noon Library 113	