

Instructional Assessment Sub-Committee Minutes

Committee/Meeting Name	Instructional Assessment Sub-Committee				
Date	November 21, 2008	Starting Time	1:35	Ending Time	2:30
Location	Library 113			Recorder	Joy Brenneman
Members Present	Susan Burgoon, Joe Gandy; Deborah Harding; Denise Hirsch; Kara Larkan; Aimee Martin; Danita McAnally; Kim McMahon; Delton Moore; Mark Rowh; Judy Isbell; Paul Matney; Wendy Poling; Mark Usnick				
Absent	Dan Ferguson; Jill Gibson; Toni Gray				
Visitors					

Topics	Discussion, Information	Action to be Taken, Decision, Recommendation, Timeline
Approval of Minutes from October 31, 2008	Kara Larkan-Skinner <ul style="list-style-type: none"> Minutes reviewed by committee 	<ul style="list-style-type: none"> Delton Moore moved to approve Mark Rowh seconded <ul style="list-style-type: none"> Approved
Discuss PET results	Kara Larkan-Skinner <ol style="list-style-type: none"> Departments with at least one Outcome <ul style="list-style-type: none"> 76% (N=48/63) Does not include any ITT PET forms <ul style="list-style-type: none"> Some ITT forms do have Outcomes Departments with Results for one Outcome <ul style="list-style-type: none"> 52% (N=33/63) Does not include any ITT PET forms Departments with Use of Results <ul style="list-style-type: none"> 52% (N=33/63) Does not include any ITT PET forms 	Definitions <ul style="list-style-type: none"> Includes a measurable outcome Has written outcome statement, did measurements, has results Includes direct outcomes - track numbers, explain use of numbers, analysis, plan of action
Discuss General Education Results to Date	Kara Larkanh-Skinnr <ol style="list-style-type: none"> 12/43 Courses have sent in work to date 	<ul style="list-style-type: none"> Problems encountered include – course content

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	<p>43 targeted courses</p> <p>b. 11/43 Courses will send in work</p> <p>c. Targeted goal was for 20 courses to send in work</p>	<p>does not fit competencies; target goal of 20 should be realized</p> <ul style="list-style-type: none"> Spring 2009 will be the mass request for artifacts; if enough are collected, will not need to do in Fall 2009
<p>Competency Committees Status - Leaders</p>	<p>Kara Larkan-Skinner</p> <p>Communication – Dan Ferguson</p> <ul style="list-style-type: none"> Not in attendance Discussion - need to prove both written and oral competencies <p>Critical Thinking and Problem Solving –</p> <ul style="list-style-type: none"> Are not meeting collectively – via email Two packets back; all packets will be in just before or after Thanksgiving Rubric working well <p>Mathematics – Aimee Martin</p> <ul style="list-style-type: none"> Having last meeting this week to finish 50 artifacts Will send to Assessment <p>Technological Literacy – Mark Rowh</p> <ul style="list-style-type: none"> Committee has met New rubric – 5 criteria, more flexible May be time to update competency wording to be sure it fits what is being tested (technology v. computer skills) Not tied to MS Office Suite – could add other 	<ul style="list-style-type: none"> Suggested recording presentations, uploading to myAC for committee to review Check with Jeff Gibson's area for equipment Use presentations in courses outside of speech department – e.g. Psychology, Honors classes <ul style="list-style-type: none"> Bring new rubric for approval by this committee Discussed possibility of including iPods, clickers - problem with assessing end result (has something been produced with the technology?) Is ANGEL a possibility for assessment? – may be departmental or course level assessment tool Critical SACS issue – will be looked at by SACS

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	application to rubric	<p>committee</p> <ul style="list-style-type: none">• May be ongoing process of changing rubric because of changing technology <p>**Need to list strengths and weaknesses of artifacts, note areas of improvement, create plan of action, and refer to Academic Affairs – make part of rubric</p>
Conclusion	Kara Larkan-Skinner	
Next Meeting	Friday; January 30, 2009; 2:00-3:30	Location – Library 115