

Instructional Assessment Sub-Committee Minutes

Committee/Meeting Name	Instructional Assessment Sub-Committee				
Date	January 30, 2009	Starting Time	2:00 p.m.	Ending Time	3:20 p.m.
Location	Library 113			Recorder	Joy Brenneman
Members Present	Dan Ferguson, Joe Gandy; Kara Larkan; Danita McAnally; Kim McMahon; Delton Moore; Judy Isbell; Wendy Poling; Mark Usnick				
Absent	Susan Burgoon, Jill Gibson, Toni Gray, Deborah Harding, Denise Hirsch, Aimee Martin, Mark Rowh, Paul Matney				
Visitors					

Topics	Discussion, Information	Action to be Taken, Decision, Recommendation, Timeline
Approval of Minutes from November 21, 2009	Kara Larkan-Skinner <ul style="list-style-type: none"> Minutes reviewed by committee 	<ul style="list-style-type: none"> Wendy Poling moved to approve Dan Ferguson seconded <ul style="list-style-type: none"> Approved with changes Sent to archive
Charge	Danita McAnally <p>Danita reviewed the following charge to this committee and asked for discussion.</p> <ul style="list-style-type: none"> Analyze outcome assessments for the instructional departments/programs at AC Propose recommendations or revisions to the approaches/methods and/or instruments within the instructional departments/programs at AC Ensure that improvements have resulted from evidence of outcomes and documentation exists for those instructional improvements 	

Instructional Assessment Sub-Committee Minutes

Discussion	<p>Danita McAnally</p> <p>Based on the charge to this sub-committee, what gaps exist at AC regarding this charge?</p> <ul style="list-style-type: none"> • No opportunity to provide meaningful feedback either on departmental or Gen Ed side • Due to divisional representation, gaps exist in departmental expertise and urgency • Lack of urgency; focus has been on Gen Ed but departments not aware that they are a part of this process • Ownership not distributed, still holes • Gap with connecting Gen Ed competencies and departmental competencies • English department <ul style="list-style-type: none"> ◦ Fall meeting; assessment committee; assessment will be included in faculty handbook • Developmental Department <ul style="list-style-type: none"> ◦ Meetings specifically targeted at developing assessment • Need to include Dumas, Hereford, part-time faculty, dual credit <p>Do we have improvements?</p> <ul style="list-style-type: none"> • Good instructions lead to good artifacts • Deficiencies are not clear enough, measurement information is not enough to be able to know what needs to be improved • Does AC need to offer professional development training on expectations of learning of students (have we made assumptions that faculty are all on the same page); develop critical thinking skills • Don't have proof of improvement based on data <p>What will need to be changed in the instructional assessment approaches and initiatives at AC to fulfill this sub-committee's charge?</p> <ul style="list-style-type: none"> • Integration of all kinds of assessment of how outcomes fit with faculty teaching responsibilities (the flow of assessments) • More rotation on the committee to involve all
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	<p>Questions: Would this exercise be helpful to do with the full committee?</p>	<p>departments; broaden the body of knowledge</p> <ul style="list-style-type: none"> • Make it relevant to all – division, department, faculty • Connect to budget (budget related to planning) • Create vehicle for ongoing discussions with department chairs • Recognition for those departments who do it well; use to change culture; get buy-in • Accountability for departmental assessments • One on one mentoring/training for some • Separate committee for departmental assessment? <p>• Committee says yes</p>
General Education Competencies Report	<p>Kara Larkan Skinner</p> <ul style="list-style-type: none"> • Target list completed; will be emailed first of next week • 100 assignments all at once • Handed out student work 	
Competencies by Discipline	<p>Danita McAnally</p> <p>Tk20 Software System Update</p> <ul style="list-style-type: none"> • (place to store outcomes) 	<ul style="list-style-type: none"> • Dry run testing in next few weeks
Other	<p>Kara Larkan-Skinner</p> <ul style="list-style-type: none"> • No other business 	
Next Meeting	Friday; February 27, 2009; 2:00-3:30	Location – Library 113