

Academic Assessment Committee

Minutes for March 16, 2009

In attendance:

S. Adair, C. Broadus-Garcia, M. Gendron, N. Hoffman, B. Hosch, T. Jarmoszko, J. Jones, S. Lesik, C. Menoche, G. Mejia, J. Mulrooney, M.A. Nunn, A. Pozorski, H. Wang, Carol Morano (guest)

Approval of Minutes

The minutes from the February 2, 2009 meeting were approved.

Status update on degree program reports

The Committee reviewed the completed degree program evaluation reports as of March 16, 2009. More evaluations are pending and will be completed by the end of spring break. Letters will be drafted for academic departments to (1) issue praise for the work they have done so far, and (2) target areas of improvement with constructive feedback. Rubric evaluations of specific programs will remain internal Committee documents and will not be shared with programs

Academic Assessment Committee Members for 2009-10

Dr. Jason B. Jones
Dr. Cassandra Broadus-Garcia
Dr. Nancy Hoffman
Dr. Tomasz Jarmoszko
Dr. Gustavo Mejia
Dr. Charles Menoche
Dr. Haoyu Wang
Dr. Braden J. Hosch, *ex officio member*

Four positions are vacant; these positions may be from any school and any department

Four Dean's appointments are vacant; one from each school

Dean's appointments may be renewed by the Dean in August 2009.

Status update on plan to improve general education assessment participation rates

Letters are being sent to department chairs for assessing general education outcomes. Included in the each mailing will be:

1. Letter drawing department chairs' attention to changes in General Education outcomes
2. List of general education courses for fall 2006-2009
3. Assessment framework for general education objectives and relevant outcomes
4. Suggested general education assessment roadmap for courses to target based on high enrollment

Braden will remind department chairs about the assessment grants that are still available to them. There is an April due date for submission of the grant.

NEASC Update

Unofficially, CCSU's accreditation has been reaffirmed with a two-year, follow-up report requirement. The report will likely have to address the four concerns raised by the site-visit team: assessment, program review, advising, and evaluations for part-time faculty.

The official NEASC letter will arrive in early April.

Changes to guidelines for assessment reports due September 2009

In order to encourage academic departments to submit assessment reports, there is a need to highlight instruction in more detail on how outcomes evaluations are done. These guidelines are available online. A rubric may also need to be available to them. On April 14, 2008, the Faculty Senate approved the following requirement for academic departments to annually report on the following:

1. A list of learning outcomes for graduates of their program
2. The findings from their evaluation of student learning in their academic programs and in general education courses offered by their department.
3. An analysis of what these results mean, including an identification of students' strengths and weaknesses.
4. A description of how these results have been used to make curricular or programmatic adjustment.

Some comments on the Guidelines:

Section 1 – Learning Outcomes

Section 2 – Findings

- Instructions should ask programs to provide a direct link between assessment methods and learning outcomes.
- Instructions should ask to please include a rubric or other evaluation criteria as an appendix.

Section 3 – Analysis

- There should also be more guidance to show where the weight of the analysis needs to go, although it was noted that meaningful analysis was precluded in cases where learning outcomes and assessment methods were not linked adequately

Section 4 – Use of Results

- Very few program reviews are addressing this section
- Use the phrase “close the loop” and consider a visual aid promote linkages between findings and use of results.
- They need to answer what additional assessment results or practices would be needed to garner findings and expand on the analysis in Section 3.

Meeting adjourned

The meeting was adjourned at 4:30 p.m. The next meeting will be on Monday, April 6, 2009, 3:30 p.m., in the 1849 Room, Student Center.

After the meeting, Stephen Adair made a presentation on his recent NSF-funded grant to assess critical thinking.

Respectfully submitted,
Carol Morano

The meeting schedule for spring 2009 is as follows:

Day	Date	Time	Location
M	4/6/2009	3:30pm-5:00pm	1849 Room SC
M	4/20/2009	3:30pm-5:00pm	1849 Room SC
M	5/4/2009	3:30pm-5:00pm	1849 Room SC