

Academic Assessment Committee

Minutes for November 2, 2015

In attendance:

C. Anderson, D. Chase, L. Clark, C. Broadus-Garcia, R. Ghodsi, M. Kruey, J. Sikorski

Meeting called to order at 3:09 p.m.

First topic of discussion was the date for the walk-in assessment workshop to be held in November. After a brief consultation of schedules, the date for the walk-in clinic was set for Monday, November 23, 2015 from 4-6 p.m.

Jason Sikorski presented the concept of providing a talking-points/top-ten issues hand-out all academic departments in order to correct misconceptions of the academic assessment process and committee's purpose. Committee members would contribute to this hand-out via email to Jason. Two ideas that were suggested are as follows: 1) samples of action verbs to be used in learning outcomes; and 2) ways in which the assessment reports can be used for other educational purposes than reporting to NEASC. Discussion followed about how the academic assessment of programs and courses parallel the professors' processes of assessing student progress throughout the semester and at the end of the term.

The remainder of the meeting was spent discussing the evaluation of the Music Department's program reports for the B.A., B.S., and M.S. degrees along with the Certificate. It was decided that the committee needed more information regarding how to score an interim report using the criteria from the full report rubric.

The meeting concluded at 4:20 p.m.

The next meeting will be November 16, 2015, in the 1849 Room, SC, from 3:05 p.m.-4:20 p.m.

Respectfully submitted,
Martha Kruey