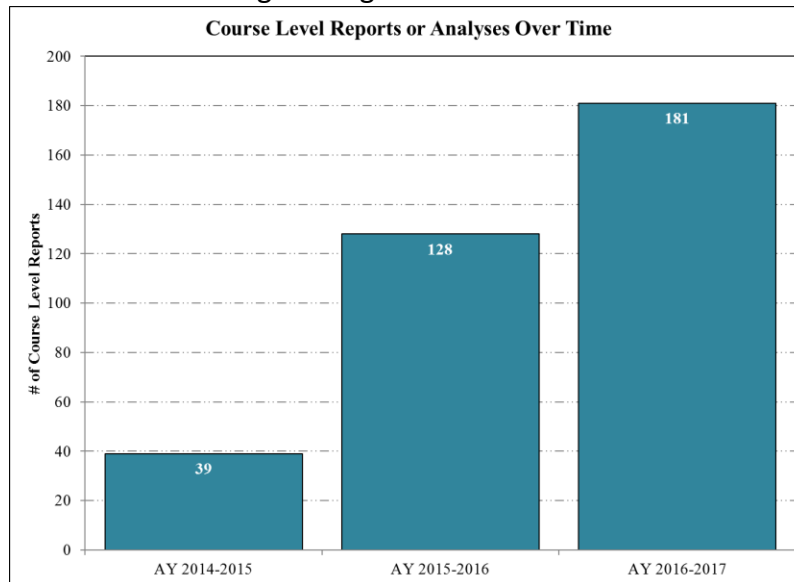


MINUTES
Learning Assessment Committee
9/1/2017
12:00 – 1:00
AA-177 (Lee Campus); E-105 (Charlotte Campus);
G-109 (Collier Campus)

	Present	Absent		Present	Absent
Marty Ambrose	x		Colleen Moore		x
Patricia Arcidiacono	x		Dr. Shawn Moore	x	
Dr. Marius Coman	x		Dr. Kristi Moran	x	
Dr. John Connell		x	Dr. Katie Paschall	x	
Jane Charles	x		Jennifer Patterson	x	
Dr. Eileen DeLuca	x		Dr. Elijah Pritchett	x	
Thomas Donaldson	x		Dr. Caroline Seefchak	x	
Dr. Erik Fay		x	Dr. Eric Seelau	x	
Dr. Julia Kroeker	x		Allison Studer		x
Margaret Kruger		x	Dr. Amy Trogan	x	
Fernando Mayoral	x		Dr. Joseph van Gaalen	x	
Dr. Lisa McGarity	x		Dr. Richard Worch	x	
Barb Miley		x			

1. C. Seefchak called meeting to order at 12:01pm
2. K. Paschall motioned to approve 4/7/2017 meeting minutes. F. Mayoral seconded motion.
3. J. Charles motioned to approve 5/4/2017 meeting minutes pending revisions. M. Ambrose seconded motion.
4. C. Seefchak proposed leadership establishment for LAC Sub-committees. J. Charles motioned, E. Seelau seconded the motion.
 - a. C. Seefchak proposed A. Trogan as Professional Development Sub-committee chair. R. Worch motioned. E. Seelau seconded motion.
 - b. S. Moore volunteered for GenEd Sub-committee chair. C. Seefchak motioned. E. Pritchett seconded motion.
 - c. M. Ambrose nominates C. Seefchak for Newsletter (Communications) Sub-committee chair. S. Moore seconded the motion.
5. J. van Gaalen reported the latest data on course level assessment:

a. Assessment coverage College-wide



- b. J. van Gaalen noted that the course level assessment Focus Course List needs to be updated for AY 2017-2018. Courses which are capable of being cycled out of the Focus List (but don't have to be) include: PSY 2012, DEP 2004, FRE 1120, FRE 1121, PHI 2010, PHI 2103, and MAT 1033. Courses altered from last year's Focus Course List include: BSC 1010L, BSC 1011L, and NUR 4827L. E. DeLuca urged Learning Assessment Coordinators to go back to department meetings with this information and plan for AY 2017-2018 with any courses that faculty may want included in the upcoming Focus Course List.
- c. J. van Gaalen reported on the development of four new FSW-specific GenEd rubrics for Communicate (Written), Communicate (Oral), Evaluate, and Think. Each of these can now be found on the Assessment webpage at <https://www.fsw.edu/facultystaff/assessment/genedcompetencies>
- d. J. van Gaalen then reminded committee members of the April meeting where "Research" and "Investigate" were identified for assessment in AY 2017-2018. J. van Gaalen reported that all Deans have been notified of the nature of the potential random selection of assignment submissions based on identified "Integral" competency of each course according to the newly identified General Education Competencies (C-R-E-A-T-I-V-E), J. van Gaalen provided a listing for the number of courses identified in each (38 for Investigate, 57 for Research). J. van Gaalen reported that random sampling emails will go out to those courses which have been sampled in mid-to-late September.
6. A. Trogan reported on Assessment 101 asynchronous online course and that the GenEd Module has been refreshed based on the newly adopted competencies. A. Trogan also reported that videos and visuals based on D. Ransford material relating to GenEd are also in the process of being refreshed. Assessment 101 will continue to be self-paced but benchmarks will be presented in a semesterly and yearly fashion to help plan enrollees through the course.

- a. A. Trogan plans to advertise Assessment 101 through a certification process similar to the Cornerstone Experience modules. These areas are currently being worked on with R. Yost of the TLC to establish a brand and/or promoting concepts.
 - b. K. Moran noted that Deans would likely be very interested in a 'packaged' assessment suite that would be included in portfolios for review.
 7. C. Seefchak reported that the newsletter for September 2017 is well under way. Focus elements for the newsletter will include a segment on a new LAC member, Academic Support Center promotion of Tutor.com, Welcome from the New Chair, GenEd update on assessment for AY 2017-2018, and course level assessment Focus Course List for AY 2017-2018.
 - a. T. Donaldson motioned that the planned schedule of six newsletters annually be maintained for AY 2017-2018. A. Trogan seconded the motion.
 8. K. Paschall advertised the upcoming Master Teacher sessions and asked LAC members encourages others to attend as it was a very solid program in AY 2016-2017. M. Ambrose noted the Master Teacher sessions were very successful on the Collier campus, in particular.
- R. Worch motioned to adjourn. K. Paschall seconded.

Minutes compiled by Dr. Joseph van Gaalen