

Meeting Minutes

Learning Assessment Committee
 Friday, November 4th, 2022, 11:00 a.m.
 Virtual: <https://fsw.zoom.us/j/89374406430>

<i>Member Roster</i>	<i>Dept./Division</i>	<i>Membership Type</i>	<i>Present</i>
Jennifer Summary	Communication Studies	LAC Chair	X
Bill Kelvin	Communication Studies	Coordinator	X
Cara Minardi-Power	English	Coordinator	X
Caroline Seefchak	Education	Coordinator	X
Colleen Moore	Health Professions	Coordinator	
Eric Seelau	Social Sciences	Coordinator	X
Fernando Mayoral	Foreign Language	Coordinator	X
Jane Charles	Libraries	Coordinator	
Jennifer Patterson	Accounting/Business/Management	Coordinator	X
Krissy Cabral	Crime Scene Technology	Coordinator	
Kristi Moran	Mathematics	Coordinator	X
Marius Coman	Biology/Chemistry/Physics	Coordinator	X
Mary Conwell	Paralegal /Arch., Const., Engr.	Coordinator	X
Monique Harrington	Humanities	Coordinator	X
Renee Hester	Academic Success	Coordinator	X
Richard Worch	Criminal Justice/Public Admin.	Coordinator	X
Rushell Hopkins	Computer Technology	Coordinator	X
Dolores Batiato	Business	General Member	X
Terry Zamor	Mathematics	General Member	X
Tina Churchill	Mathematics	General Member	
Tom Donaldson	Social Sciences	General Member	X
Meghan Carlson	Mathematics	General Member	X
Amy Trogan	English	General Member	X
Tami Such ¹	Dean, Health Sciences	Ex-officio	X
D'ariel Barnard ¹	AASPIRE*	Ex-officio	X
Joseph van Gaalen ¹	AASPIRE*	Ex-officio	X
Jessica Godwin ¹	AASPIRE*	Observer	X

*AASPIRE – Assessment, Accountability, Sponsored Programs, Institutional Research, and Effectiveness

¹Non-Voting

- I. Welcome and Call to Order – J. Summary, Committee Chair
- II. Approval of September 2022 meeting minutes – **September minutes approved**
 - a. Motion to approve: T. Zamor
 - b. Seconded: T. Donaldson

III. Nov. 10 PD Thursday Reminder

- a. Engage Competency at 10am
- b. Visualize Competency at 11am
- c. **Chair will forward email with details to LAC members to share with their respective departments**

IV. Course level assessment update

- a. Status update with J. van Gaalen – we have heard from most departments about their plan for the semester including any modifications. If there are any other changes to assessment plans, that's fine just let Team AASPIRE know. As an aside, we caution to never shy away from assessment due to a massive change like a natural disaster because remember assessment is about what you can learn, not what you score, so it's an opportunity to learn in this context.
- b. Webpage update with J. van Gaalen – shared the updated CLA focus chart on the website and went over the assessment key strategies overview.

V. General Education Assessment update

- a. Calibration details with J. van Gaalen: normally we do December calibration and we do one or two samples there. Going forward, even if it takes longer to conduct the calibration we'll have what submissions are available ahead of time for scorers to get a sense of and review.
 - b. Historical process with J. van Gaalen:
 - I. Calibration in December
 - II. Scoring & Partner match in February with your scoring partner.
 - I. New scorers paired with experienced scorers.
 - II. Can find your artifacts in the "Pages" page of GenEd Assessment Canvas course. Page name will be your name, so you know not to go to anyone else's page, just your own. Edit scores directly into the spreadsheet. We try to limit it to 30-35 artifacts for each scorer.
 - c. T. Donaldson posed the possibility of a focused calibration year with delayed GenEd assessment, asking if that would cause issues for accreditation?
 - I. Discussed the biggest problem would be from how our current GenEd process works since we are already pushing the limit of competencies (8). We've also committed to our GenEd assessment schedule, so if we skip one year then we'd be signing up to compress multiple competency scorings next year.
 - d. Discussed ideas to facilitate scoring process including:
 - I. Team AASPIRE can open of the Canvas page early in January with partially ready materials.
 - II. Move the GenEd wrap up meet from May until August, which would give scorers from January – June 1st to do scoring instead of the historical time window of February – April 1st.
 - I. Committee discussed advantages and disadvantages of these ideas
- III. J. Summary noted voting on these potential changes to GenEd assessment process in December**

VI. Updates on Continuous Improvement

- a. **Assessment 101** with J. Summary. New faculty workshop is piloting it this year, and afterwards it will open up to rest of campus. There are at least 5 questions that will need feedback from the LAC. There are 17 new members in the pilot. It is a self-paced course. **Opened the floor for volunteers to provide that feedback.**

I. **A. Trogan volunteered.**

- II. Committee discussed procedures for providing feedback for the pilot cohort including:
- I. Multiple discipline representations is helpful to guide new faculty with reflections pertinent to their disciplines.
 - II. Adding established faculty mentors to the course to provide feedback, and the combined values of assessment background and discipline background offerings from the person(s) giving the feedback.
 - III. New faculty cohort has expressed being physically and mentally overwhelmed from new faculty workshop workload on top of the hurricane disrupted semester and may get more out of the pilot if done in the spring.
 - IV. New leadership in TLC is aware of the assessment 101 course and **chair will reach out to establish further conversation about pilot implementation.**

b. **Exemplars/Feedback book**

- I. J. Summary: based on today's discussions and the hurricane disruptions, it makes sense to delay focus on the booklets and exemplars to the spring semester. Chair called for a motion for a second read on this proposal:
- I. R. Hopkins motioned
 - II. Motion was seconded
 - III. **Committee voted to move this proposal to a revisit in January.**

VII. DataVersed November

- a. Features: Jane Charles Spotlight on library assessment
- b. Rushell Hopkin's interview

VIII. New Business – no new business

- a. LAC Website membership lists will be updated shortly.

IX. Adjournment

- a. Motion to adjourn: B. Kelvin
- b. Seconded: R. Hester