

LAC Minutes for 10/17/2014:

Present:

Marty Ambrose	Caroline Seefchak
Eileen DeLuca	Tom Donaldson
Joe Van Gaalen	Ron Smith
Amy Trogan	Richard Worch
Don Ransford	Barb Miley
Sarah Lublink	Jennifer Cohen
Jane Bigelow	Peggy Romeo
Eric Seelau	

Absent:

John Meyer
Katie Paschall (at a conference)
Fernando Mayoral (at a conference)

- Welcome; approval of minutes. Sarah Lublink – motion to approve minutes; Amy Trogan second; minutes approved unanimously
- Membership: Barb Miley, coordinator of Accountability, will replace Megan Just and Susan Hibbard who will be no longer on committee. Colleen Moore (rep Health Sciences) new member beginning next meeting.
- Jane Bigelow - motion to accept Coleen Moore; Don Ransford 2nd.
- Richard Worch – motion to accept Barb Miley; Amy Trogan 2nd.
- Richard Worch requested discussion concerning Department Chairs who have to report assessment results. The process still follows procedure used over the last three years. Recently, he has become concerned about feedback that his results are not “meaty” enough. This feedback came from Megan Just. He also did not receive any answers from his request for clarification.
 - Eileen DeLuca explained that with shift of personnel, college is in transition for determining who reviews reports; the role of Megan Just and Susan Hibbard is to ensure the report is complete. She agrees that feedback should come from the LAC Committee and the department .
 - A recommendation was made by the Committee for Marty, Eileen, and Joe to gather input on various roles and will report back to Committee next meeting. They will also look into the question which was raised as to whether anybody was using the data for research or dissertation.
- Mission Statement: Motion to accept by Don Ransford; Amy Trogan 2nd.
- Joe Van Gaalen: report on Gen Ed Assessment submissions’

- Review of Gen Ed's by respective competencies: all five represented; lowest numbers in QR and GSR.
 - Review of Gen Ed's by Groups/Disciplines: all groups represented. So far, Science is the only group which has submissions for each of the five competencies, but as we look more closely, some assignments may represent more than one competency.
 - Review of Gen Ed's by specific fields: much variety
 - Review of Gen Ed's by campus: all campuses represented
 - Comparison of courses represented with an assignment with all courses offered: close to one-half of all courses represented.
 - Committee decided Assessment Coordinators will ask for emphasize QR and GSR in one last request for submissions--"Last Call" for assignments!
 - Question: Will we be using these same Gen Ed's next year. Don Ransford and Eileen DeLuca believe they are not going to change significantly.
 - Discussion of how to evaluate assignments: Tom Donaldson suggested Committee assign secondary and tertiary competencies for assignments which may apply. Ron Smith will work with Joe Van Gaalen to look at potential usefulness of meta-analysis. That way we would not need a minimum number of assignments.
- Next meeting will discuss procedures for scoring team selection; work on forms, if needed, and training.
 - Newsletter: Marty, Eric, and Jennifer will work on calendar for newsletter. Jennifer will help design online component. For this month, in addition to attaching to emails, hard copies will be placed in faculty mailboxes. The "Last Call" for assignments will also be added to next newsletter.
 - Training sessions for Spring: subcommittee will meet to work on Spring. Digitized scoring session already scheduled for November 4.
 - Before adjournment, introductions of Committee members to new member, Barb Miley.
 - Meeting adjournment 1:55. Sarah Lublink motion to adjourn; Tom Donaldson second.