

MINUTES
Learning Assessment Committee
2/2/2018
12:00 – 1:00
I 223 (Lee Campus); E-105 (Charlotte Campus);
G-109 (Collier Campus)

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

1. C. Seefchak called the meeting to order at 12:08pm. The meeting had to be moved to I 223 due to the State of the College Address, and a number of members arrived late.
2. C. Seefchak asked committee to review meeting minutes from PD Sub-Committee meeting in December.
 - a. K. Paschall motioned to approve PD Sub-Committee meeting minutes
 - b. R. Worch 2nd motion
 - c. Motion passed
3. C. Seefchak asked committee to review meeting minutes from GenEd Sub-Committee meeting in December.
 - a. T. Donaldson motioned
 - b. A. Blitz 2nd motion
 - c. Motion passed
4. C. Seefchak welcomed three new members to the LAC: Andrew Blitz, Leroy Bugger, and Mary Conwell.
 - a. A. Blitz introduction (Chair of Computer science in SoBT) working on assessment since 2011 building an established system within Canvas for the program.

- b. M. Conwell introduction (Chair of Paralegal Studies in SoBT). She has been with FSW for 18 years and worked closely on assessment projects with Dr. R. Worch.
 - c. L. Bugger introduction (Professor of Accounting).
5. J. van Gaalen course level
6. J. van Gaalen Gen Ed update
7. C. Seefchak asked committee to take the time to update their directory profile as it will be good to ensure that LAC members have a strong presence on FSW's webpage for those interested in reading about them.
8. A. Trogan updated on the LAC PD plans.
 - a. A. Trogan noted she worked with D. Ransford to plan on making changes to Assessment 101 so that it is updated and related to C-R-E-A-T-I-V-E GenEd competencies.
 - b. A. Trogan reported that the Assessment Certification will likely be 5 courses so that it is not prohibitive. There will be 6 assessment related PDs that can be selected from to complete the 5 for certification.
 - c. A. Trogan reported that this is an opportunity to review coverage of assessment in PD at FSW. A. Trogan suggested we need an action plan for doing this evaluation.
 - d. J. Kroeker noted the upcoming "Did You Know" item for today's meeting may be a great thing to include in the Assessment 101 course.
 - e. J. Kroeker also noted it would be a good idea to mention Assessment 101 in an issue of DataVersed. C. Seefchak agreed.
9. C. Seefchak reported J. Charles emailed some Library-related PD that she will share following the meeting.
10. J. van Gaalen shared the latest "Did You Know" that will be sent out at some point in late February. C. Seefchak noted this was taken over by LAC as QEP came to a close. Committee reviewed the planned "Did You Know" and was accepted for the upcoming email blast.
11. C. Seefchak addressed the upcoming DataVersed issues and opened the floor to what would be needed for publication in March and April.
 - a. J. Kroeker noted that a blurb on "Rubrics 101" assessment PD would be good to help share with the FSW community.
12. C. Seefchak opened the floor to new business:
 - a. K. Moran suggested SOS surveys be completed for all courses in an SLS 1515 course.
 - b. J. van Gaalen reported SOS response rate statistics and noted this would be a conversation to include Dr. Martin Tawil, Chair of Academic Success which K. Moran said she may pursue.
 - c. J. Kroeker reported here response rates never dipped below 54% and was accomplished by constant reminders.
 - d. No other new business reported.

13. C. Seefchak reminded committee to look for DataVersed sometime next week and the “Did You Know” in late February.

14. T. Donaldson motioned to adjourn. A. Blitz 2nd motion.

Minutes compiled by Dr. Joseph van Gaalen