

**MINUTES**  
**Learning Assessment Committee**  
**11/3/2017**  
**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		
Patricia Arcidiacono			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			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		William Stoudt	X	

1. C. Seefchak called the meeting to order at 12:01pm
2. T. Donaldson motioned to accept minutes as reported (Oct 2017 minutes). F. Mayoral seconded motion.
3. C. Seefchak welcomed new Mathematics general member, Bill Stoudt. B. Stoudt introduced himself and gave background of his career and work at FSW.
4. A. Trogan provided a professional development update.
  - a. A. Trogan reported that a meeting with the PD Committee was supposed to occur on Nov. 2, but was cancelled. It is rescheduled for next week and they will work on the video for the Assessment 101 updates.
  - b. The group will also work on coding the assessment workshops (color coding) such that those who wish to take the workshops/courses will know what areas they will focus on. A. Trogan asked LAC PD Sub-committee to think about ways to build more traction between LAC and PD Committee in terms of awareness, facilitation, etc.
5. C. Seefchak thanked those in LAC who participated in General Survey of LAC which asked about thoughts and considerations to include in the subcommittees that exist.
6. S. Moore suggested perhaps A. Trogan join the PD Committee (S. Moore is a member) to help facilitate the connections between the two groups.

7. C. Seefchak reported that as newsletter this year is Oct/Nov/Dec the “Happy Holidata” greeting will be included in upcoming Dec. newsletter as opposed to being a standalone greeting.
8. C. Seefchak reported that the upcoming Oct. Newsletter is chock full of great information including how Respiratory Care & CVT have used assessment to re-weight their admissions policy.
9. C. Seefchak reminded committee that the subcommittee meeting which is held during the normal LAC time in December will be held in AA-177.
10. J. van Gaalen reported what the updated course level focus list would be (see below).

**AY2017-2018 Course-Level Assessment Plan**

For AY 2017-2018, the Office of Academic Assessment will provide support to faculty to develop assessment tools, administer assessments, collect data, and analyze results for

- Courses that are offered in all three modalities (campus-based, online, dual enrollment)
- Developmental Accountability Courses (MAT 0057, MAT 0058, ENC 0022, REA 0019)
- Other courses identified to rotate through the course-level cycle.

The following courses will be assessed with goals, results, and use of results entered into Compliance Assist.

**AY2017-2018 Course-Level Assessment Focus Courses**

<b>Social Sciences</b>	<b>Humanities/Fine Arts</b>
AMH 2010, AMH 2020	HUM 2211, HUM 2235, HUM 2250
PSY 2012, DEP 2004	PHI 2010, PHI 2103, PHI 2600
ECO 2013, ECO 2023	REL 2300
POS 2041	ARH 1000
	MUL 1010
<b>Science</b>	<b>Education</b>
BSC 1010, BSC 1011	EDF 2005, EDF 2085
ISC 1001C	
PHY 2048	
<b>Speech and Foreign Languages</b>	<b>Mathematics</b>
SPN 1120, SPN 1121	MAC 1105, MAC 1114, MAC 1140
SPC 1017, SPC 2608	MAT 0057, MAT 0058, MAT 1033
<b>Academic Success</b>	<b>Health Professions</b>
SLS 1515	HUS 1400
REA 0019	CVT 2842
EAP 1640	
<b>Business and Technology</b>	<b>English</b>
GEB 1011, MAN 2021	ENC 0022, ENC 1101, ENC 1102
CGS 1000, CGS 1100	LIT 2000
ACG 1001	

- a. M. Coman noted that PHY 2048 should not be included because as it is assessed in fall only and Hurricane Irma has caused for a change in scheduling, PHY 2048 is not

going to be assessed. J. van Gaalen noted that it will be removed from the focus list for this year, and, for Compliance Assist, a simple narrative explaining the reasoning behind the change for this year will be fine.

11. J. van Gaalen reported on an update of GenEd assessment submission outreach (see below).

As of this morning...

### Research

- 28 courses were identified
- 21 courses have been accounted for via response from the instructor, representing 75%

### Investigate

- 25 courses were identified
- 14 courses have been accounted for via response from the instructor, representing 56%

- a. J. van Gaalen noted that the only problem that had come up was that in one case the course appears to perhaps require a little additional discussion as to whether the Integral competency should be integral as opposed to supplemental or not at all. E. DeLuca noted that chairs should be brought in on this discussion to help facilitate an evolution of the course, as needed. J. van Gaalen noted that Deans were involved in all cases from the start, but that he would follow up to ensure Chairs will also be involved, as needed.

12. C. Seefchak asked if there was any new business. None was presented.

13. C. Seefchak moved to adjourn. R. Worch seconded the motion.

Minutes compiled by Dr. Joseph van Gaalen