

AGENDA

Learning Assessment Committee
 Friday, September 2, 2022, 11:00 a.m.
 Lee Campus AA-177

Virtual: <https://fsw.zoom.us/j/89374406430>
 Meeting ID: 893 7440 6430 Passcode: 534143

<i>Member Roster</i>	<i>Dept./Division</i>	<i>Membership Type</i>	<i>Present</i>
<i>Jennifer Summary</i>	Communication Studies	LAC Chair	X
<i>Bill Kelvin</i>	Communication Studies	Coordinator	X
<i>Cara Minardi-Power</i>	English	Coordinator	
<i>Caroline Seefchak</i>	Education	Coordinator	X
<i>Colleen Moore</i>	Health Professions	Coordinator	X
<i>Eric Seelau</i>	Social Sciences	Coordinator	X
<i>Fernando Mayoral</i>	Foreign Language	Coordinator	X
<i>Jane Charles</i>	Libraries	Coordinator	X
<i>Jennifer Patterson</i>	Accounting/Business/Management	Coordinator	X
<i>Krissy Cabral</i>	Crime Scene Technology	Coordinator	X
<i>Kristi Moran</i>	Mathematics	Coordinator	X
<i>Marius Coman</i>	Biology/Chemistry/Physics	Coordinator	X
<i>Mary Conwell</i>	Paralegal /Arch., Const., Engr.	Coordinator	X
<i>Monique Harrington</i>	Humanities	Coordinator	X
<i>Renee Hester</i>	Academic Success	Coordinator	X
<i>Richard Worch</i>	Criminal Justice/Public Admin.	Coordinator	X
<i>Rushell Hopkins</i>	Computer Technology	Coordinator	X
<i>Dolores Batiato</i>	Business	General Member	X
<i>Terry Zamor</i>	Mathematics	General Member	X
<i>Tina Churchill</i>	Mathematics	General Member	
<i>Tom Donaldson</i>	Social Sciences	General Member	X
<i>Meghan Carlson</i>	Mathematics	General Member	X
<i>Amy Trogan</i>	English	General Member	X
<i>Tami Such¹</i>	Dean, Health Sciences	Ex-officio	
<i>D'ariel Barnard¹</i>	AASPIRE*	Ex-officio	X
<i>Joseph van Gaalen¹</i>	AASPIRE*	Ex-officio	X
<i>Jessica Godwin¹</i>	AASPIRE*	Observer	

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

¹Non-Voting

- I. Welcome and Call to Order – J. Summary, Committee Chair
- II. Approval of May 2022 meeting minutes – **May minutes approved**
 - a. Motion to approve: R. Worch
 - b. Seconded: R. Hester
- III. Introduction of new LACs and Membership Lists:
 - a. New members/positions
 - i. William “Bill” Kelvin, Communication Studies
 - ii. Monique Harrington, Humanities & Fine Arts
 - iii. Rushell Hopkins, Computer Science
 - b. Membership list: Introductions and representations of all
 - c. Committee Charge & Responsibilities
- IV. Course level assessment Refresh
 - b. Fall Semester Timeline: Team AASPIRE will send out confirmation emails in October to verify the assessment plan that the Office of Assessment has on file (such as assignment name, method of data collection, etc.). If there are any changes to the department’s assessment plan this is the time to let Team AASPIRE know in response to the verification email. Sometime between January through March, Team AASPIRE will send out the assessment report to departments. If there is a specific date or meeting date when the department plans to discuss the assessment report, departments are welcome to let Team AASPIRE know ahead of time so the report is ready to share before that date.
- V. General Education Assessment update
 - b. Dean GenEd Assessment notifications went out at the beginning of the semester
 - c. 2022-2023 GenEd Assessment Plans – Visualize & Engage
 - d. 2022-2023 Sampling email date/announcement. Faculty who are sampled will receive an email from Team AASPIRE in mid to late September which will ask for what the assignment is (name of the assignment that faculty selects to submit) and where it lives (Canvas, hardcopy, etc.).
 - e. Canvas GenEd Assessment Plan with additional assignments ready for review in December. Scorer and LAC feedback from previous year indicated the value in having the assignment guidelines available during the GenEd scoring Calibration/training session in December.
 - I. J. van Gaalen noted that Team AASPIRE will plan to have any of the guidelines that are available early from faculty also available at the December calibration session but that data from past years indicate not all responses will be in by that time, usually missing 10-15% each year.
 - f. Review of GenEd Calibration and scoring timeline and process with J. van Gaalen
 - I. Calibration session in December to address:
 - I. Are we interpreting the rubrics the same way?
 - II. Are there any issues with applying the rubric? Such as alignment to competency issues, applicability to specific rubric dimensions, artifact plagiarism, etc.

- II. Scorer pairs review same artifacts, and work towards applying same rubric dimensions but score independently
 - III. GenEd Artifacts are available to scorers in first week of February; Scores generally due to Team AASPIRE on April 1st.
 - IV. Committee reviewed 4-year General Education cycle
- g. Feedback Booklet & Exemplars
 - I. J. Summary highlighted a refresh on the General Education feedback booklets & opened the floor for committee ideas to address goal of selection and posting of more General Education exemplars for all 8 CREATIVE Competencies. Most competencies have only one Exemplar/"Sample Example" and some have zero. Committee discussed homework-style review and review during next meeting(s) to go over what we are learning and what is still missing.
- VI. Sub-committee formation is just noting that all members of LAC are scorers, and that we have a few who provide additional assistance for the DataVersed and the Assessment Workshop Canvas course.
- VII. DataVersed update with C. Seefchak from newsletter subcommittee
 - b. Continuing publishing schedule (6 times a year) and formats with a new look for the new year.
 - c. Call for ideas
 - I. Spotlight on new coordinators
 - II. Updated photos
 - III. Spotlight on three pilots from J. Charles:
 - I. Level up course has data on completers and can be shared
 - II. CREATIVE Capstone had pilot in Spring 2022
 - III. Highlight Embedded Librarian program also in connection with CREATIVE Capstone – plan for availability of data later in year
 - IV. Feature on "Assessment Workshop" new course
- VIII. Assessment 101 Update and Activation with F. Mayoral
 - b. New name: "Assessment Workshop." It's a new and improved, interactive course for learning about assessment. It starts with college-level requirements and the associations that ask the college to demonstrate regarding assessment. Then it includes the program-level assessments and associations and onto course level assessment as well. The CREATIVE General Education competencies are introduced along with the rubrics, exemplars and applications.
 - c. Next steps: finalize the process for the LAC committee to give feedback to the learners in the course.
 - d. All course completers receive a certificate. New faculty seminar this year are in the first cohort to take the course.
- IX. Announcement of PD Friday details, tentative dates and times:
 - b. *September 30th at 10 am and 11am* to talk about Engage & Visualize

- c. *November 10th at 10am and 11am* that will dive deeper into Think and Investigate data from last year
- X. Chair plans to continue practice of sending out liaison summaries for coordinators to take back to departments
- XI. New Business – no new business
- XII. Adjournment
 - b. Motion to adjourn: J. Charles
 - c. Seconded: M. Conwell
 - d. Meeting ended at 12:11pm