

# Minutes

## Arts & Sciences Division Assessment Committee

2/5/2020

3:30-4:20

B113

**Meeting called by:** Dr. Gary Yarbrough, Spring 2020 Committee Chair

### Committee Members In Attendance:

**English:** Lanice Samford

**Fine Arts:** Gianluca Strazzullo

**Social Sciences/Education:** Gary Yarbrough (chair spring 2020)

**Math:** Emily Thomasson

**Science:** Layne Rayder

**Physical Education:** Matthew McCord

**Dean (ex-officio):** Deanita Hicks

**Guest:** Allied Health Dean: Brenda Holifield

### The committee discussed the following agenda items:

Item	Discussion
<b>Spring 2020 Action Plan</b>	<p>The committee agreed on an action plan to be shared division wide for the spring 2020 semester. The committee chair agreed to send an email outlining the plan to all division faculty on behalf of the committee. The committee agreed to the following goals/target dates.</p> <ul style="list-style-type: none"><li>• Review and Update Division PLOs: prior to the March Academic Affairs meeting.</li><li>• Complete All Mapping and Enter KPIs in Nuventive for the first two AA transfer degree learning outcomes: prior to March 4<sup>th</sup>.</li><li>• Assure that all AA rubrics are complete before the end of the semester (if possible before the end of April, so that they can be presented to CASL).</li><li>• Submit Data for Oral and Written Communication (AA PLO1) to the division assessment committee by mid-term.</li><li>• Complete the assessment report for the AA Transfer Degree PLO1 with the first draft be</li></ul>

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	<p>completed by the end of April so that it can be shared division wide for feedback. Finalize the report before the end of this semester.</p>
<p><b>AA Transfer Degree Program Learning Outcomes</b></p>	<p>The committee agreed to review the program learning outcomes for the AA transfer degree after asking for suggestions from division faculty. The committee to finalize the learning outcomes <b>prior to the March Academic Affairs meeting</b> if at all possible, so that they can be reviewed at the next division assessment committee meeting and submitted to the Academic Affairs committee to be printed in the college catalogue and posted on the website. The division assessment committee is suggesting that we name our PLOs much like the ILOs are named. Suggested names for the PLOs are: <b>PLO1</b>: Oral &amp; Written Communication, <b>PLO2</b>: Fine Arts Appreciation, <b>PLO3</b>: Critical Thinking, <b>PLO4</b>: Social and Behavioral Sciences, <b>PLO5</b>: Health and Wellness.</p> <p>Emily offered to make a Google survey to collect feedback on the proposed names for the AA transfer degree PLOs.</p>
<p><b>AA PLO Rubrics</b></p>	<p>The committee reviewed progress on the AA transfer degree PLO rubrics. The committee agreed to ask division faculty to complete the rubrics by the end of this semester so that they can be shared with CASL.</p>
<p><b>Nuventive Mapping &amp; Plans</b></p>	<p>The committee reviewed the general process of course level, program level, and institutional level assessment. The committee reviewed the entry of KPIs for PLOs in Nuventive. The committee agreed to ask division faculty to review the mapping of courses to the AA transfer degree in Nuventive. For those mapped to either the Oral and Written Communication or Fine Arts learning outcome, the committee agreed to ask division faculty to enter KPI(s) for the appropriate program learning outcome(s). The committee agreed that this work needs to be completed <b>prior to March 4<sup>th</sup></b> so that the division assessment committee can review the entries in Nuventive.</p>
<p><b>Complete the assessment report for the AA Transfer Degree PLO1</b></p>	<p>The committee discussed the process for generating division level program assessment reports. The committee agreed that we could analyze but not interpret PLO data. Interpretation of the data for a given PLO will be the task of</p>

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	<p>the content experts. The committee agreed that the content area representative would share the data analysis with area faculty. Faculty in the appropriate academic area(s) will be tasked with writing the first draft of the PLO assessment report. The first draft will be shared division wide for comment and reviewed by the division assessment committee. After receiving feedback, the content experts will finalize the report.</p> <p>For PLO1, the English faculty and Mike Fisher are the Oral and Written Communication experts. This group needs to interpret the data and write a first draft of the assessment report for PLO1. The Division assessment committee is asking that the first draft be completed by the <b>end of April</b> so that it can be shared division wide for feedback. We expect to finalize the report before the end of this semester.</p>
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**The next meeting was scheduled for March 4<sup>th</sup> at 3:30 p.m.**