

COMMITTEE FOR THE ASSESSMENT OF STUDENT LEARNING

MINUTES

Date: February 13, 2019

Time: 3:00 p.m.

Chair: Gary Yarbrough

Recorder: Jessica Tippy

In Attendance

Gene Bennett, Ginger Berry, Deanita Hicks, Brenda Holifield, Robin Singleton, June Walters, Melissa Watkins, Gary Yarbrough

Establishment of Quorum/Welcome & Announcements

Dr. Yarbrough called the meeting to order and the quorum was established. Ms. Singleton reported that assessment plans and reports were to be done by the end of January. Divisions should now be meeting to review the plans and reports by the middle of February. Ms. Walters and Ms. Singleton will begin meeting with faculty again for the next phase.

Ms. Singleton requested the committee to consider a representative for the AAACL. It was mentioned that there will be a spring conference on March 28th and Ms. Singleton will send an email requesting names of those that would like to attend.

Ms. Holifield made a motion to nominate Ms. Singleton as ANC's representative for AAACL with Mr. Bennett seconding.

Motion carried.

Approval of Prior Minutes

Minutes from December 5, 2018, were reviewed by committee members.

Ms. Singleton made a motion to accept the minutes with Ms. Hicks seconding.

Motion carried.

Institutional Assessment Report: Communication Fluency – Division Discussion Reports

Dr. Yarbrough stated that the Communication Fluency report was distributed in December and asked the division chairs to report on their review & discussions.

Mr. Bennett stated that he did not receive the report. Ms. Holifield stated that the Allied Health division has moved on to the next report as there was no contribution to the report.

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Ms. Hicks reported the Proficiency Profile results and formative/summative classifications for sources were discussed. The Arts & Sciences agreed that the mapping needed to be revisited based on the number of sub-components and then re-evaluating the correct places topics are being introduced and re-enforced.

Mr. Kemper noted that in random samples there were occasionally withdrawn students and questioned if those could be replaced. Ms. Singleton stated that samples are taken from 11th-day rosters and not to worry, that there would be enough from other courses to provide a viable sample. Mr. Bennett as that if there is a minimum number of respondents required then would they need to be replaced. Dr. Yarbrough responded that currently withdrawn students are reported as “no data” and not as zeros. Ms. Holifield commented that an option would be to pick another random entry to meet the minimum sample size. Ms. Singleton noted that the random sample size methodology was determined by Ms. Parker and does not know it. Mr. Bennett noted a second option would be to increase the sample size to account for possible withdrawn students; otherwise, there is no harm in having more data than needed. Ms. Singleton stated that she does questions submission with all zeros to ensure the response is true zeros. Ms. Walters concluded by stating that individuals should ensure “no data” is reported for withdrawn students to maintain positive averages to effectively report the outcomes being evaluated. Dr. Yarbrough stated that everyone should be reminded of what to do in those circumstances and to be consistent with the data being reported.

Based on the feedback received when Arts & Sciences division finishes reviewing the sources mapping there should be a timeframe, expectations, documentation of significant changes to close the loop and show how the results were used. The CASL committee agreed that re-evaluated mapping should be submitted by mid-term. Then the current and new maps will be compared for changes.

Assessment Training Topics

Ms. Singleton requested ideas from the committees for topics, times, and locations for assessment workshops facilitated by Summer Deprow and Barbara Doyle from ASTATE. It was noted that it may be April before the facilitators could begin the workshops. Ms. Singleton recommended that the first workshop cover writing learning outcomes and then cover each step in the assessment process. Ms. Walters stated that the time needed for each topic would be determined as the workshops progressed. Ms. Holifield recommended having a short workshop covering the purpose of assessment and how it affects HLC accreditation for new faculty.

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Other Business

Ms. Singleton requested ideas from the committees for topics, times, and locations for

Ms. Holifield made a motion to adjourn and Ms. Watkins seconded. The meeting was adjourned at 4:06 p.m.