

COMMITTEE FOR THE ASSESSMENT OF STUDENT LEARNING

MINUTES

Date: November 13, 2019

Chair: Gary Yarbrough

Time: 3:00 p.m.

Recorder: Jessica Tippy

In Attendance

Ginger Berry, Steve Crosskno, Deanita Hicks, Brenda Holifield, Ron Hutto, Dr. Keith McClanahan, Robin Singleton, June Walters, Shauna Winchester, and Dr. Gary Yarbrough

Establishment of Quorum/Welcome & Announcements

Dr. Yarbrough called the meeting to order and a quorum was established.

A poll was sent to determine the meeting date/time for the Critical Thinking rubric training. With the 10 responses received that meeting date will be next Monday or Tuesday.

Changes have been made to the Quantitative Reasoning rubric and the group is still working and will meet again in about a week. The individuals working on that rubric are the math faculty, Dr. Yarbrough, Ms. Berry, Ms. Pankey, and Ms. Holifield.

Assessment status reports were emailed to the Deans last week.

Election of Chairperson

Upon recommendation, Ms. Hicks made a motion to re-elect Dr. Yarbrough as chairperson, with Ms. Winchester seconding.

Motion carried.

Approval of Prior Minutes

Ms. Holifield made a motion to accept the minutes from October 18, 2019, as written with Ms. Hicks seconding.

Motion carried.

Member Terms

The current Assessment Committee structure includes the Deans and 2 faculty members per division. Ms. Walters recommended the following structure:

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- Dean or Dean designee from each division (3 members)
- 3 faculty members per division (9 members)
- Student Services member (1 member)
- Dean of Effectiveness, Assessment, and Planning

Ms. Holifield commented that she liked this structure as it would make a 3-year rotation possible. Ms. Walters further explained that when a faculty member rotates off after 3 years then they are still welcome to stay and attend the meetings.

Co-curricular Assessment

Dr. Yarbrough presented a proposed plan for co-curricular assessment. The first step would be to define co-curricular at ANC and the College's viewpoint. A copy of Linda Suskie's definition was provided to the members as an example as well as those that were provided in the last assurance review. Ms. Walters clarified that those activities that could be explained were included in the last assurance narrative and not other activities such as those distributed today. Ms. Holifield commented that we are already doing some of these things and should be able to develop this quickly. Dr. Yarbrough stated that the next steps would be:

- Identify current activities that are applicable
- CASL committee prioritize assessment for each division
- Train individuals doing the assessment
- Begin actual assessment of activities

Dr. Yarbrough requested the committee to come back with suggestions for the definition and process at the next meeting for adoption and define the timeline. Documentation presented will be sent to those that were not at the meeting.

Process for evaluation ILO data

Dr. Yarbrough asked if there was anything the committee would like to change about the current ILO data evaluation process. Ms. Singleton stated that she is currently working on the Information Literacy assessment report and has noticed a few process issues such as:

- Inconsistent Scoring – review/norming sessions on scoring or having a committee score would help
- Sampling process – in some cases all student data is used and in others, just a sample. Dr. Yarbrough suggested weighting the data to maintain consistency. Ms. Singleton suggested having everyone using a sample only instead of all students.

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Dr. Yarbrough also commented that choosing the right KPI makes a big difference and that the same KPI may not work for the ILO, PLO, and/or SLO. Ms. Berry commented that she made instructor created questions in the Math Apps for Allied Health course software to measure that students were grasping the steps to get to the answer as software bank questions could not track individual steps.

Ms. Singleton stated that the current sampling method is if a course has:

- 10 or fewer students then all students are evaluated
- 11-19 students, then half (1/2) of each section is evaluated
- 20 or more students then a fourth (1/4) of each section is evaluated

The sampling method for all courses will be voted on after the Information Literacy Report is completed.

Assessment Day

Ms. Singleton distributed and discussed an Assessment Day sample for poster presentations. Ms. Berry commented that the day should not be 1-2 weeks before Spring Break. Dr. Yarbrough suggested a Best Practices session during one or all timeslots in May. Ms. Holifield stated that it could be informal this year in order to share the tools that everyone is using and it would give time to finish developing and finalizing the process for the next year. Dr. Yarbrough commented that it may be better to just introduce the concept this year at BPS and finalize the plan for next year.

Other Business

Dr. Yarbrough asked the committee for input on behalf of Arts & Sciences regarding:

Q: Deadline for PLOs? A: Ms. Singleton stated the deadline has passed and Ms. Walters commented that not necessarily for the AGS. The proposed timeline is by the end of the semester to have PLOs for all programs.

Q: Must every PLO be evaluated in the 1st cycle or evaluate some and have a documented plan on the remaining? A: Ms. Walters stated that for HLC documentation, the College would need to show what it has done and the plan going forward for assessing the remaining PLOs.

Q: Would developed PLOs need to be presented for approval to the CASL committee or division level only? A: Could at least be brought to the committee for information only.

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Q: Should the focus be only on ACTS courses or do the performance arts/music be assessed as well? A: Ms. Singleton stated that we started with the ACTS courses in the AA degree but that all courses should be assessed.

Ms. Walters announced that the HLC visit will be March 7-8, 2022. Dr. McClanahan noted that members of the HLC taskforce are encouraged to attend the HLC conference in 2020 and 2021.

Next meeting date: December 4th @ 3 p.m.

Mr. Hutto made a motion to adjourn the meeting with Ms. Singleton seconding.

Motion carried.

The meeting was adjourned at 4:20 p.m.