

COMMITTEE FOR THE ASSESSMENT OF STUDENT LEARNING

MINUTES

Date: September 9, 2020

Time: 3:00 p.m.

Chair: Gary Yarbrough

Recorder: Jessica Tippy

In Attendance

Ginger Berry, Steve Crosskno, Dr. Jamie Frakes, Brenda Holifield, Dr. Keith McClanahan, Ryan Perkins, June Walters, Melissa Watkins, Shauna Winchester, and Dr. Gary Yarbrough

Establishment of Quorum/Welcome & Announcements

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

Dr. Yarbrough asked if the committee should nominate another Arts & Sciences faculty member to fill his faculty spot since he is now the Assessment Coordinator. It was decided that another faculty representative from Arts & Sciences should be selected by the dean, Ryan Perkins. Also, it was asked should the committee continue to elect a chairperson or go back to the current policy in which the Assessment Coordinator serves as committee chairperson. Dr. McClanahan stated that someone should be nominated and a new chairperson elected. There was a discussion regarding updating the College policy and Assessment Handbook to reflect what the committee is doing. Ms. Holifield and Dr. McClanahan recommended that Dr. Yarbrough continue to serve in the capacity of chairperson due to the upcoming HLC Accreditation review to maintain continuity and the progress that has been made.

Dr. Frakes made a motion for Dr. Yarbrough to continue serving as committee chair for the next academic year with Ms. Holifield seconding.

Motion carried.

Member Terms

Item was moved to a future meeting. Dr. Yarbrough stated that he would follow up with Ms. Walters as she was not in attendance at that time.

Assessment Handbook Updates

Dr. Yarbrough presented several handbook changes to the committee for discussion.

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1. Adding terminology from third-party accrediting agencies and link the terms to assessment terms that are already within the Assessment handbook and in the appendix. Dr. McClanahan replied that it should not be a problem as long as it is not confusing for faculty. Dr. Yarbrough stated he would draft a table for review so that it could be voted on at the next meeting.
2. Clarification of sample size for ILO's on page 20
3. Clarification of faculty assessment responsibilities when a faculty member teaches less than five courses. Currently, some faculty members teach only one course and assess that course during all five phases of the assessment cycle. Dr. Yarbrough expressed concern that courses such as this were assessed every phase during a cycle when other courses are assessed only once during a cycle and that data collected in phase 1 would have not been evaluated before the course was assessed in phase 2 due to the overlap. Ms. Holifield asked how the sample size would be determined if the courses were assessed only once during a cycle and expressed concern that only one section would be assessed. Dr. Yarbrough stated that the established sampling methods would apply and all course sections during that phase would be assessed. Dr. Yarbrough mentioned that the assessment process was originally designed so that each ILO, PLO, and CLO are reviewed at least once during an assessment cycle and will write up the final revision of the language and bring it to the next meeting for approval.

Nuventive Improve Updates: User Experience

Dr. Yarbrough asked the committee for input regarding revising the Nuventive interface so that users would only be able to see what they need to see and edit. Dr. McClanahan replied that if it is easier to use then faculty would be more apt to use the system and Dr. Frakes agreed. Dr. Yarbrough stated he would move forward with the changes and that if data summaries and custom reports are needed to let him know and he could create them.

Information Literacy Report

Dr. Yarbrough stated that faculty suggestions for the Information Literacy Report have been reviewed and the report needs to be finalized. Faculty suggested removing the student INET orientation as it had been streamlined and does not include information regarding Turnitin. Dr. McClanahan mentioned that the orientation is shorter but it still covers how to use Turnitin and Dr. Yarbrough replied that he would leave it in. Input from the committee was requested regarding when to collect new data to determine if the changes had an effect on outcomes and how to soon to re-evaluate. Ms. Holifield replied that just the citing sources section could be re-

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evaluated during the next phase. Dr. Yarbrough stated that it would just be the citing sources courses and asked if 1 or 2 semesters of data would be enough and Ms. Holifield added that it would depend on the sample size. Dr. Yarbrough stated he would send out a request for data to be collected this semester specifically for the “citing information resources properly” learning outcome and the report could be voted on at the next meeting.

Co-curricular Assessment

Dr. Yarbrough stated that HLC has released a broad definition for Co-curricular assessment and presented to the committee the definition and the definitions that the committee previously worked on. Dr. Frakes noted that the HLC definition was not specific and would be difficult to assess. Dr. Yarbrough added that unlike traditional learning outcomes; co-curricular outcomes could be assessed using indirect methods once the outcomes are defined. After a review of the sample definitions, the committee expressed their interest in revision 2.

Ms. Berry made a motion to accept Co-curricular definition revision 2 as revised with Ms. Holifield seconding.

Motion carried.

Dr. Yarbrough added that co-curricular assessment could be done in Phase 5 and asked for a list of identified activities to be brought to the next meeting. Dr. McClanahan noted that it would need to be determined which activities are still active and being assessed.

Dr. McClanahan asked where the College was in the assessment cycle and Dr. Yarbrough replied phase 4 – second semester of data collection and at the planning stage for phase 5. Dr. McClanahan noted that the College would have not completed a full assessment cycle before the next HLC accreditation review.

Other Business

None.

Next meeting date: TBA

Mr. Perkins made a motion to adjourn the meeting with Dr. Frakes seconding.

Motion carried.

The meeting was adjourned at 4:50 p.m.