

Assessment and Oversight Committee

Thursday, January 31, 2008
2:30 PM, Hahn Board Room

Members Present: S. Sydow (presiding), V. Benson, L. Dendinger, B. Engebretsen, K. Hill, G. Jensen, A. Koyzis, B. McCue, J. O'Donnell, T. Sharer, L. Teach (recorder)

Members Absent: None

The meeting convened at 2:30 PM.

1. Minutes from the December 3, 2007 meeting were approved as previously distributed.
2. Folders were distributed to committee members. Sue briefly reviewed the contents:
 - Blue sheet-information on the electronic network with a listing of members. Sue noted that a person can post electronically as well as get feedback
 - Green and yellow (part 2) sheets –the “homework” of the assessment team
 - Action Project-the emphasis is on the general education program folder; also has supporting materials
 - Gold sheet-information on what schools are currently using; Sue noted the rotation format in the timeline (to match up with the folks on the Academy team); that this is a rough draft
 - The Departments will be assessing the coursework (this is also the current practice); the general education committee can do it as well.
 - Agreement-a copy of the agreement with the Higher Learning Commission
 - Student learning project sample
 - Sample of a Global Perspectives Inventory (GPI) (gray) provided by Dan Miller. The GPI program is free to participants. Steve Dinsmore has indicated that he might use this option
 - Writing Goals and Objectives information for reference use.
2. Outside Resource for “Assessment Plan Evaluation” Update (V. Benson)
There was no more information at this time.
3. Phase II/Second Semester Forms
Sue reminded members that the Phase II forms are due May 9th. These can be completed at the Spring Assessment Retreat, April 28th, or at a retreat scheduled at the discretion of the Academic School or Department. If there is a retreat held other than the April 28th date, please notify the School Dean and Dr. McCue. Faculty members are to refer to assessment loop as to where we are in the assessment process. The “best practices” report should be completed as well (refer to the website for this form). It will also be put on the G drive.

The May 9th deadline and the ending date of faculty contracts was discussed. Faculty members need to submit data and this can be last semester’s data if the spring data is not available by the end of the current semester. This concern may need to be an agenda item at the next meeting.
4. Service Learning Assessment (B. Engebretsen)
Assessment of service learning projects can be done by each department. Members were asked to refer to page 2 of Action Plan regarding details on civic engagement and service learning. Service learning can also be tied in with the global assessments done at capstone times—possibly through

the EPS courses. Barb also noted that faculty members should note how a service learning project contributes to the mission of WSC. Some faculty members may find it hard to incorporate service learning into a general education course but there are courses currently doing this, i.e. First Year Experience courses, Art, and Biology.

5. Academy Information and Planning Workshop Update, January 10-11, 2008
Sue briefly reviewed the tasks assigned for this Workshop, the pre-work on the Action Portfolios and Action Plans. She asked for needs input on Step 3. A question was raised on how the Higher Learning Commission is sensitive to the needs of other accrediting groups? A short discussion followed on the ASCUE- VSA tool and the needs of other accrediting organizations such as the one for Music.

A short discussion also followed on "good practices". Sue will include any additions. A question was also raised regarding a possible proceedings document for WSC of "good practices".

6. Academy for Assessment of Student Learning Roundtable, February 19-22
The pre-work by the team on the Action Plan and Report will be utilized at this roundtable.
7. Schools Reports
There were no reports at this time.
8. Pending
There is a discussion currently being conducted at several levels regarding the use of CAAP Testing vs. MAPP vs. COMPASS. More information will be forthcoming.
9. GPI (Global Perspectives Inventory)
Refer to 2 for discussion on this topic.

The next committee meeting is tentatively scheduled for Thursday, February 28, 2008 at 3:30 p.m., Hahn Board Room.