Present: Darren, Barb, Laura, Paul, Joanne, Deb, Lowell, Jessica

Guests: Sandi Shropshire, Amanda Horn

Darren opened the meeting at 0900.

I. Sandi Shropshire, chair of GERC (General Education Requirements Committee), discussed GERC’s process and procedures in assessing student learning outcomes in the General Education program. She distributed two handouts: an overview of the GERC and its timeline for assessment, and a flow chart of the process. She noted that problems remain in collecting assessment from Early College (ECP) classes in the high schools, and that GERC still needs to devise a system for distributing the assessment results. GERC’s process review is ongoing.

The first round of assessment reports were collected in November 2016; results from 81 of 166 courses were received. Since then, more assessment plans have been approved by GERC and to date, only a few plans remain unapproved. GERC approved its annual report April 25 and it will be reviewed by University Curriculum Council (UCC) on April 27.

Vince Miller set up a survey on Bengal Web through which departments submitted their first round of assessment results. These results include both quantitative and qualitative information, and departments included plans for remediation when necessary. Not every learning outcome was assessed by every course, as each objective has multiple outcomes, some as many as 7. By year 5, all learning outcomes will be assessed.

In addition to departmental reviews, Objective reviews will begin in Spring 2018. Objective Review Committees will be formed and they will review all objective courses and write an overall report. The schedule may need to be adjusted, as Objective #4 has 45 courses. (In comparison, Objective #2 has one course, COMM 1101.)

How are new courses integrated into assessment? They will enter as they come into the schedule, so new courses may not have all outcomes assessed by the end of the 5 year cycle.

Departments are responsible for collecting and storing evidence in compliance with FERPA.

II. Amanda Horn gave a presentation on Pharmacy’s assessment practices. A draft of their plan is on AAAPR’s Moodle site.

Review and analysis of assessment data occurs in May each year. The Curricular Affairs Committee makes recommendations based on the assessment results and shares this at faculty meetings. The Dean’s Advisory Council receives this information as well.

PCOA is a national exam that Pharmacy uses as a part of their assessment. Students get individual feedback from this exam as well.

Amanda presented an example of assessment of a learning outcome (1.10). To provide evidence, faculty decided to look at students’ verbal communication scores. They added a mock patient scenario to improve students’ performance.
The portfolio includes self-reflection activities. There is also a need to track interprofessional activities.

III. Action items

Outlines for mid cycle report are due May 17. Darren provided a copy of his outline for Part I, which was approved by the Vice Provost.

Process flowcharts are good to include, as well as links to important documents (like state board policy). The GERC flowchart should be incorporated into the report.