Agenda
Assurance of Learning Council (ALC)

Friday, April 4, 2014
Room 3150 SCH
9:00 – 10:30 AM


Excused: C. Stamper

Procedural items
1) Acceptance of agenda
2) Approval of minutes of March 14, 2014 meeting

Discussion items
3) Relevance of questions in BBA exit survey - Palmer
4) Dashboard project class assignment procedure for champions – Rea
5) ETS Major Field Test results
6) Reflections on assessment year 2013
7) Other matters

1) Meeting Agenda
Motion to accept agenda passed.

2) Minutes of March 14, 2014 meeting
Motion to approve minutes subject to requested changes passed.

3) BBA Exit Survey
Palmer opened the discussion by indicating that as director of the Center for Sustainable Business Practices he does not find the BBA exit survey questions about the Center particularly useful or relevant. He suggested that the survey questions be re-visited, possibly by the sub-committee that undertook the last revision.

Council discussed how best to communicate the exit survey results. Mumuni indicated that for the 2013 results, in addition to the report on learning goals and objectives that was communicated to the Council, he also prepared separate reports for the Advising Center and Communication Center and forwarded these to their respective directors. A suggestion was made to also send the results to Stacey Markin.
Council discussed the issue of whether we should be responsible for the exit surveys. There was unanimous agreement that the surveys are tangential to the charges of the Council. Mumuni was asked to communicate the same to the Dean and request that responsibility for administering, analyzing, and reporting results of the exit surveys be moved to another unit of the College. Palmer and Rea volunteered to help draft the relevant memo.

4) Dashboard Update
Rea and Huss informed Council that goal champion roles have been created in the dashboard, and all classes have been uploaded to the system. They demonstrated to members how to log in to the system, search for classes, and email instructors to inform/remind them about assessment data collection.

5) ETS Major Field Test
Mumuni had earlier circulated full results of the ETS Major Field Test to Council members prior to the meeting. A very brief discussion ensued about the way forward regarding the test. Eventually members fell back to the earlier recommendation by Yaman that the Associate Dean for Undergraduate Programs and Assessment constitute a cross-departmental task force to look at the results and make recommendations for moving forward.

6) Reflections on 2013 Assessment Year
- Members noted the following:
  - The dashboard project was a great achievement, and an equally great addition to the assessment system, thanks to Rea and his team.
  - There is a need to talk about the BBA and MBA assessment reports at the beginning of the fall semester, possibly at the All College meeting.
  - Given that the dashboard project is almost complete and data collection for fall 2014 will most likely be done electronically, the assessment timeline should be on the agenda of the first meeting in the fall. In the meantime, Palmer, Rea, and Mumuni will work on a proposed revision to the timeline for discussion and approval by the Council.

The meeting adjourned at 10:30 am.