Haworth College of Business

Minutes
Assurance of Learning Council (ALC) Meeting
Friday, February 1, 2013
Room 3150 SCH
10:30 am – 12:00 noon

Present: J. Saini, B. Sagara, D. Yaman, C. Stamper, A. Abdul-Muhmin

Excused: T. Edmonds, A. Rea, T. Palmer, J. Penner,

Agenda:

Procedural items
1. Acceptance of agenda
2. Approval of minutes of Jan 11, 2013 meeting

Discussion items
1. ETS major field test in business
2. Dashboard

Discussions:

1) Minutes of Jan 11, 2013 meeting – Since only four voting members were in attendance, there was a suggestion to seek approval of the Jan 11 minutes via email.

2) Given that only four voting members were in attendance, an issue raised was whether we had a quorum for the meeting to proceed. Stamper suggested that since there will be no voting items, it will be okay to go ahead with the meeting.

3) ETS Test - Dr. Robert Balik gave an overview of the ETS major field test in business and his experience with it. The Department of Finance and Commercial Law administered the test in 2006 to Finance majors through a university assessment grant.

Following discussions about how and when to administer it in our larger assessment program, members agreed on the following:

• We should pilot the test in our assessment program at both the BBA and MBA levels. As recommended by Balik, ALC should apply for a university assessment grant to pay for the pilot.

• Given current ETS pricing for the test - about $25 per test and $700 for reports - and the university’s assessment grant maximum of $5,000, the test could be administered to about 170 students using grant money. This could be distributed into one MBA class (about 30-35 students) and 3 undergraduate classes (about 120-130 students).
• For the undergraduate pilot, the test should be administered in BUS 4750; based on the calculations above it can be done in four sections of the course.

• Given the grant application time frame, a reasonable target would be to plan for administering the first test in fall 2013, with a follow-up in spring 2014.

• Another suggestion included incorporating a pre-test to freshman or sophomore year students. It was agreed that this will be considered once we have completed the pilot and are comfortable with the suitability of the test to our assessment program.

• Balik and Yaman will help with the grant application on behalf of the council.

4) Dashboard - Brendon Conley presented East Carolina State University’s dashboard as a visual example of how our own dashboard project will eventually look like. He then raised the issue of standardizing the assessment data format for all goals. There was consensus that the best approach will be for he and Rea to determine in what form they will need data, and we (goal champions) will work to get the data in that format.

5) Other matters
• Stamper announced that the undergraduate global business course (BUS 2200) will be offered starting fall 2013 - first as an elective and subsequently as a required course. A great example of “closing the loop” based on assessment outcomes. Also that UPC is close to recommending an ethics/sustainability course; this will greatly help our ethics and sustainability learning goal.

6) The meeting adjourned at 12:00 noon.