

November 26th, 2012

Gen Ed DRC Meeting Minutes (prepared by J. Olson)

Present: Veronica Giguere (co-Chair), Cecilia Knoll, Maria Lavooy, Joel Olson, Alan Rosiene, Matt Ruane (co-Chair), Andy Stanfield (guest)

Minutes of previous meeting were approved.

JO reported that he had met with Ken Lindeman regarding assessment of the physical science core competency as applied to the online courses as well as Science Education. JO's understanding is that Ken now has all the information he needs and will determine how those departments will collect gen ed assessment data. JO indicated that this now completes the departments involved in the physical sciences assessment (Chemistry, Physics, Science Education, Online Programs).

MR: Mathematics, Social Science (Business), Humanities, Social Science (Psychology), Liberal Arts, and Computer Science SLOs are complete. The physical sciences (which MR and JO will complete together shortly after the meeting) are nearly complete with the exception of the goal statement.

CK: Some of the SLOs still have "Graduating students" verbiage.

MR: Those aren't quite completely revised yet, but that adjustment is all that should be required.

DEADLINE FOR DELIVERABLES

MR: This is creating the tools and rubric for the assessment. Implementation should begin in January 2013; so all assessment materials should be put together by December 14th 2012. We would like to have all of this material sent to online programs by February 2013.

For Psychology, just need to create the rubric.

ML: We will be using multiple-choice questions (therefore no rubric is necessary). Will be ready to go in January 2013. Questions have been written and reviewed with feedback.

CK: Regarding data gathering – do we just need the scores, or do we need to connect them back to a particular student.

MR: Just need general scores. We don't really know what the remediation activity will look like at this time.

NOTE: ALL OF THESE RECORDS NEED TO BE MAINTAINED FOR THREE YEARS. WE MUST MAINTAIN THE DATA AS WELL AS EVERY EXAM ITSELF.

Andy Stanfield (visitor) arrived.

AS: I would like to show people how to use Weave in order to enter the data. One thing we should do is go through a cycle and keep track of how many hours are put into this so that we can justify hiring staff in the future. I will help as much as possible regarding the data entry.

MR: I need to get with CJ (?) to make sure that we actually have a spot in Weave for this.

There were some questions regarding the formatting of the data.

MR suggested that we need to start collecting the data to see what it looks like before we can begin to consider whether or how any sort of standard formatting should be implemented.

MR: Provided the university's timeline for assessment.

AR: Does this include summer?

MR: That is up to individual programs.

MR will send out a doodle poll for January meeting.

Meeting Adjourned