

University of Minnesota Morris Digital Well

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Assessment of Student Learning Minutes  
(Inactive)

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2-2-2017

### Assessment of Student Learning minutes 02/02/2017

Assessment of Student Learning Committee

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#### Recommended Citation

Assessment of Student Learning Committee, "Assessment of Student Learning minutes 02/02/2017" (2017). *Assessment of Student Learning Minutes (Inactive)*. 19.  
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UMM Assessment of Student Learning Committee  
Committee Meeting Minutes: February 2, 2017  
2pm – 3pm Humanities 112 Conference Room

Committee Members

Present: Rebecca Dean, Kristin Lamberty, Tricia Rohloff, Tammy Berberi, Nancy Helsper  
Sheila Windingstad, James Wojaszek, Melissa Bert, Stephen Burks, Rachel Johnson

Absent: Abou Doumbouya, Rachel Brockamp

Others present: Makiko K Legate (supporting staff)

Proceedings:

Meeting called to order at 1:03pm by Rebecca Dean.

No Minutes to be approved.

Business:

1. Updates:

- a. Mapping – Humanities Division Chair sent out the e-mail to complete Curriculum Mapping. Many have not done
  - i. Should be done soon (past 2/1/17 deadline) – It is a part of process for assessing GenEd SLO instead of programs
  - ii. Rebecca will send out another e-mail – instruction on the Moodle site.
  - iii. Extend the deadline in March/April?
- b. 5-year plan – Most of them are done.
  - i. Lacking German, Theater, Econ, Management, E-Sci, (Geology is done)
  - ii. African & Black American Study (it is not Major) – Do we still need to have 5-year plan from Minor programs?
    - No coordinator – Minor with no Major.
    - 1 year language programs – single faculty member, some programs do not have permanent faculty.
    - This year, we want 100% compliance for all major academic programs. Next year, try to expand to all non-major academic programs.
    - Concerns: If we write the report including these programs which should have been assessed all along, and they weren't. - Looks bad. Now we are expanding and including these programs this year.
    - What is HLC's definition of programs?
    - Under P-Cas – Talk about program means major or minor. Does HLC recognize P-cas definition?
    - EX- Chinese – Not major or minor – compel to do GenEd Assessment. Programs like these should be assessed some way whether it has to do with HLC or not.
    - Systematically assessing the programs (LO)
    - “Closing the loop” – Do not have enough evidence.
    - Memo language – “Close the loop, get the data, and write the report”
    - Does HLC look into all the programs - Can we focus on programs which we already have and are acceptable to produce the report?

- We are developing the template. Should include:
    - 1) Identify issues (lacking) & how should we address the issues
    - 2) Make changes (close the loop) & why.
    - 3) Reassess the change.
  - Do all faculty understand HLC requirement? What HLC is asking and why? Need to emphasize that we have to complete the report in order to retain accreditation from HLC.
- c. Feedback “assignment” for 5-year plans.
- i. Moving alone – each assignment is available on the Assessment compliance list in the ASLC 2016-17 Google folder.
  - ii. Very time consuming for some.
  - iii. How should we distribute feedback to whom?
    - We should not send out the forms – some comments should not be seen.
  - iv. Should we give positive (supportive) feedback with “closing the loop”?
    - Some faculty do not understand “closing the loop” mean.
    - HLC language is shown on the list in the memo.
    - Some do not understand what we are asking with 5-year plan
  - v. Feedback on 5-year plan should rollout at once with coordinated manner.
  - vi. We should create time-line for each item (prioritize the process).
    - All the information they need are out there in the open (many e-mail).
  - vii. Compact version of communication – Division meetings – Coordinators meetings. New chancellor could coordinate with us and put out the message.
  - viii. 2020 HLC visit - Quality Initiative – UMM will determine what Quality Initiative is for UMM.
  - ix. Summarize the reports and send it out to discipline, cc to chair.
- d. MN Value project update.
- i. Some schools have system to collect artifacts.
    - Require faculty to create assignments match with rubrics.
  - ii. Question – are those data useful to us? Is it worth doing the projects?
    - Nice to have highly assessable assignments – use to improve our programs.
- e. Senior Survey – Carry forward to next meeting.

Meeting adjourned at 3:00pm.

