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DATE: Tuesday, September 19, 2006

SUBJECT: Assessment of Student Learning Committee Minutes

PRESENT: Jim Togeas (Chair), Therese Buchmiller, Donna Chollett, Paul Myers, Mark Fohl, Nancy Helsper, Fang Du, Minh Vo, and Pu Lum Kim

ABSENT: Tisha Turk and Nathan Swanson

The ASL meeting began at 9:00 AM in the Prairie Lounge.

Togeas said Helsper had drawn his attention to a written report from Cecilia Lopez of the NCA (March 96) and to the report of the NCA team (April 2000); Helsper briefed the members on sections of each report. Members of the ASLC will receive electronic copies of the NCA 2000 report and Cecilia Lopez's report from Helsper.

Togeas said the Assessment plan is on the Assembly Meeting agenda for October 4, but said if we do not adopt the plan, he would pull it from the agenda.

ASL Minutes

Togeas asked for corrections/additions or approval of the ASL Minutes dated April 21, 2006; the minutes were unanimously approved.

Togeas asked for corrections/additions or approval of the ASL Minutes dated September 12, 2006, minutes; the minutes were unanimously approved.

Assessment Draft Plan

Togeas explained he had made modifications to the plan in response to the discussion at the September 12 meeting when it was noted that the model (course assessment in physical chemistry) would not be suitable for some courses, and that course-embedded assessment might not be suitable for some disciplines. Togeas read the added paragraph and asked for discussion and modification, and wondered if the added paragraph was useful. Members discussed the paragraph. Togeas will make the following modifications: 1) the minimal standard must be met by measuring trends in student learning and the results will be used to improve the course; 2) examples are found in the document (from Helsper). Togeas will revise the proposal and send it to members by Monday, September 25 for approval of the language, asking members to respond to him within 24 hours if the language is acceptable.

Members discussed the proposed plan, items noted:

- Each faculty member should work up a course assessment plan for at least one of his/her courses.
- Refer faculty to their discipline's assessment plan
- Each discipline should measure trends in student learning and document student learning at points throughout the educational experience
- The Plan has the short range goal of obtaining something by summer to write the report
- Needs to be course embedded

Helsper noted the Career Center has an Alumni Survey; (data on what majors are doing after UMM). She said this could be useful assessment data, but would need to talk with Gary Donovan and Lynn Schultz.

Members discussed presentation of assessment plan to Assembly.

1. Inform faculty that a report must be prepared by November 2007
2. Request assessment information they are doing in their course(s)
3. Faculty should contact ASLC if they have other information that can be useful for the report.

Togean said ASLC faculty members should visit disciplines in their division to ask for contributions that can be used in the report. He noted that some disciplines have assessment plans in place and are in very good shape. One member suggested going to their Division Meeting to present the Assessment plan, and then divvying up the disciplines. Togeas agreed that ASLC members should get on the agenda of their Division Meeting to present the assessment plan.

Members discussed collection of assessment data.

- Assessment data should be put on ASL Website – share data with campus community
- Report Assessment data electronically (Discuss with Dave Loewi)
- A member said it should be kept simple – type the course assessment in Word and upload to the web.

The ASLC will meet Tuesday, September 26 at 9:00 AM in the Prairie Lounge. Andy Lopez (Task Force Committee) will meet with us during this hour.

Meeting adjourned at 9:55 AM.

Submitted by:
Linda Pederson