

University of Minnesota Morris Digital Well

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Assessment of Student Learning Minutes  
(Inactive)

Assessment of Student Learning Committee  
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2-2-2018

### Assessment of Student Learning minutes 02/02/2018

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#### Recommended Citation

Assessment of Student Learning Committee, "Assessment of Student Learning minutes 02/02/2018" (2018). *Assessment of Student Learning Minutes (Inactive)*. 148.  
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UMM Assessment of Student Learning Committee  
Board Meeting Minutes: February 2, 2018  
2:15pm – 3:15pm Humanities Conference Room

Committee Member

Present: Rebecca Dean, Kristin Lamberty, Nancy Helsper, Tricia Rohloff, Rachel Johnson, Viktor Berberi, Nade Sotirova, Cristina Ortiz, Sam Rosemark

Absent: Melissa Bert, Sheila Windingstad, Student Rep.

Other present: Makiko K Legate (supporting staff)

Proceedings:

Meeting called to order at 2:15pm by Rebecca Dean.  
January 19, 2017 minutes were approved.

Businesses:

1. Meeting time changes: from 2:30pm – 3:30pm to 2:15pm – 3:15pm.
2. Need new student committee member. Please let Rebecca know if anyone knows any student who is interested in being a committee member.
3. Updates/Reports:
  - a. 33/34 Annual program reports turned in.
  - b. Interim Report will be completed by Rebecca.
    - Rebecca will prepare a rough draft before mid-February (maybe by next working session). We will review/revise and send it out to Janet and Michelle to review.
    - For this report, we only need to focus on 3 major themes as in the HLC's request.
      - Standard Learning Outcome on every program.
      - Gathering data in systematic way.
      - Using the data to make improvement/changes the programs.
    - Go through every report and evaluate each one to see if the report meets criteria (main concern), provide real data.
    - Evaluate the reports based on "Assessment Rubrics" – Give each report assessment rubric score.
    - Look for the narratives such as "closing the loop", "making the program changes". Most of reports were very well written.
    - Do not need to mention about GenEds at this time.
  - c. Annual report Feedback.
    - Please take look at the reports (Google Doc) and review.
  - d. GenEd assessment efforts (Report is not due till 2019).
    - Feedback on General Assessment courses. 79 responses thus far out of 179 people. Another reminder e-mail will be sent out on Monday.
    - 5 classes are doing Scientific Literacy survey as well as Social Attitude survey at the beginning and end of the classes.
    - Large data from Denise Odello for the performing arts (Music GenEd classes as well as IC courses).
    - WLA might have some data. Some classes have portfolio assignments which may be useful.

- e. Proposed schedule for spring 2018 workshops/brown bags.
    - o Every other weeks would be committee meetings and every other weeks would be working (1)/faculty development opportunities sessions.
    - o Should we ask Janet to give presentation of GenEd assessments & surveys results (including IC courses, Faculty comments)?
  - f. Questions for Nancy Helsper about GenEd reports, one on IC and one on student survey.
    - o Incoming survey did not get done during the orientation. It was done through digital survey at later date.
    - o Why not during the registration using “success coach”. The survey needs to be done in timely manner.
4. Revised structure for future assessment program.
- a. Clarify what exactly curriculum committee would do in terms of policy body for the assessment.
  - b. Clarify Nancy Helsper and Melissa Bert’s positions.
    - o Revise – Senior Director of the Office of Institutional Effectiveness & Director of the Office of Institutional Research?
    - o Council will be made of 2 faculty, Student Affairs Staff member, Senior Director of the Office of Institutional Effectiveness (Melissa), and Director of the Office of Institutional Research (Nancy).
  - c. Changes in ECAS – make sure to include assessable CLO.
  - d. Two faculty, 5-year term – off set the term, therefore, there is always one faculty with knowledge of process (less learning curve).
  - e. Changes: “Faculty Assessment Coordinator” to “Curricular Assessment Council”, “Co-curricular Assessment Coordinator” to “Co-curricular Assessment Council”.
  - f. Assessment advisors will assist “faculty development around assessment”.
  - g. Fewer core members would work better in terms of communication, coordination between divisions and finding the times to meet.
  - h. Will send the proposal to Dean (curricular committee), chancellor, and whomever being affected by this changes.
  - i. We can create an entity which focuses on curricular assessment, coordinated with Student Affairs (co-curricular). Faculty will always run this entity.
  - j. Need to figure out terms for each position in order to minimize the learning curve.

Meeting adjourned at 3:30pm.