

Minutes

Assurance of Learning Task Force

8:00 a.m.

September 24, 2009

307 Wimberly Hall

Present: K. Birkeland, J. Finch, B. Knowles, T. Krueger, K. Lyons, B. May, K. Sherony

1. The committee's charge was discussed.

Assessment of CBA learning objectives this year must take into consideration that the CBA UCC will be concurrently reviewing and possibly revising some objectives. Stated broadly the objectives include:

- a. mastery of major
- b. problem solving
- c. communication
- d. behavioral skills

This year's assessment will focus on problem solving and communications as they are the two areas least likely to be changed substantially.

2. Preliminary issues for the Task Force to address:

- a. assessment design – which model(s) will be used
 - i. course embedded assessment
 - ii. pre- and post- testing
 - iii. standardized testing
 - iv. assessment upon admittance into business program
 - v. assessment near completion of business program
- b. where within the curriculum to assess
 - i. assessment occurs within coursework
 - ii. assessment occurs outside of coursework
- c. how to create a feedback loop
 - i. discuss at college meeting
 - ii. discuss at separate assessment meetings
 - iii. breakout meetings with departments
- d. develop a master schedule to indicate what is to be assessed and when

Work on these issues will include:

- Knowles and Birkeland attending an AACSB assessment of learning workshop in October.
- Sherony attending an AACSB assessment of learning workshop in November.
- All committee members consulting the following resources:
 - AACSB assessment Web page
 - AACSB learning community Web page
 - AACSB White Paper on Assessment
 - *Assessment of Student Learning in Business Schools*, by K. Martel and T. Calderon.

Knowles will forward links to the Web pages; May's office will purchase the book.

3. The committee will meet at 8:00 a.m. on Thursday, October 15

4. The meeting adjourned at 9:00 a.m.

Keith Sherony, Chair