

Minutes

Assurance of Learning Task Force
September 9, 2010

2:30 p.m.

323 Wimberly Hall

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

1. The minutes of the August 17, August 24 and August 31 meetings were approved.
2. Committee membership was discussed.
3. Coordinator's report: plans for semester:
 - a. Social responsibility and Mgt 308. The instructors have a well developed task and are on track to administer the task this semester.
 - b. Social responsibility and Mgt 393. Sherony will contact 393 instructors to inquire about their progress in developing a task and when they plan to administer it.
 - c. Communication technologies and IS 220. Knowles will follow up with IS instructors, who may have an assignment that could be used for course embedded assessment
 - d. Competency in the major.
 - i. Sherony will send a letter to chairs with department responsibilities and deadlines so that competency in the major will be assessed this year.
 - ii. Knowles will attend a Chairs' meeting to consult about assessing competency in the major.
 - e. A plan to assess global context needs to be developed.
 - f. A decision needs be made about further use of ETS and the results obtained in spring 2010.
 - g. A survey of the CBA faculty to determine what instructors think are the important communication skills students need vs. which of these skills they actually teach in their classes will be launched this month.
 - h. How to use the results of the survey of faculty at the fall CBA meeting needs to be determined.
 - i. PODs – groups of evaluators of upcoming course embedded assessment assignments – need to be formed.
 - j. How and where to change the curriculum in response to the results of the spring 2010 assessment of decision making need to be determined.
4. The meeting adjourned at 3:55 p.m.

Keith Sherony, Chair