

Minutes
Assurance of Learning Task Force
March 3, 2011

11:00 a.m.

323 Wimberly Hall

Present: K. Birkeland, B. Knowles, K. Lyons, K. Rosacker, D. Secchi, K. Sherony

1. The minutes of the February 24 meeting were approved. (5-0-1)
2. Coordinator's Report
 - a. The communication survey has 42 responses of a possible 60.
 - b. At least two instructors from each core course **have** responded to the survey.
3. Activities schedule for spring 2011:
 - a. Two or three AOLTf members will be part of each group that reads assessment tasks.
 - b. To recruit other members for the reading groups, instructors will be contacted:
 - i. who have self-identified as interested in the learning objective being assessed through participation in a CBA assessment activity; and
 - ii. who teach courses that map into the learning objective being assessed.
 - c. Each reading group will include 6 – 8 readers.
 - d. Mgt 393
 - i. Secchi, **Rosacker**, and Knowles will develop the rubric.
 - ii. The task will be read on April 29 from 2:15 – 4:15 in 323 Wimberly Hall.
 - iii. Secchi will be part of the reading group.
 - e. Eco 120
 - i. Birkeland and Knowles will develop the rubric.
 - ii. The task will be read on April **8** from 2:15 – 4:15 in 323 Wimberly Hall.
 - iii. Birkeland will be part of the reading group.
 - f. Mkt 309: Knowles will consult with Mkt 309 instructors re. when they would prefer for the task to be read and their willingness to be part of the reading group.
 - g. The second social responsibility workshop will be on Friday, **April 1** from 2:15 – 3:30 p.m. in 117 Wimberly Hall.
 - h. A meeting with UCC to review the results of the communication survey will be scheduled for March 31 or April 7. Rosacker will check on UCC's availability.
 - i. Acc 222
 - i. The task will be administered the last week of classes.
 - ii. The task will be read in May.
 - iii. Lyons and Rosacker will be part of the reading group.
4. Ideas for UCC re. a one credit assessment course were discussed.
5. How departments should report competency in the major assessment results will be discussed at the next meeting, which is on March 24.
6. The meeting adjourned at 12:00 p.m.

Keith Sherony, Chair