

Minutes: Assurance of Learning Task Force
Present: TJ Brooks, Nicole Gullekson, Peter Haried, Kim Lyons, Betsy Knowles, Bruce May, Laurie Strangman, Ryan White
Excused: Glenn Knowles, Shane Van Dalsem
Date: Monday, March 31, 2014 - 2:00-3:00 p.m. 124 CWH

Dropbox document location in []

1. Approval of minutes for March 3, 2014: [\[Minutes: 3.3.14 Minutes\]](#)
 - a. M/S/P Approved 8-0
2. Updates
 - a. Communication with UCC about Global
 - i. An update was provided regarding the working relationship between the AOLTF the Undergraduate Curriculum Committee with respect to rubrics used in assessment and the efficient division of labor between the AOLTF and the UCC.
 - b. Lecture share update
 - i. No responses were provided/returned for the lecture share opportunity.
 - c. AACSB Assessment Conference – Laurie
 - i. The CBA mission statement should demonstrate the distinctiveness of the CBA and should be consistent with curriculum and research.
 - ii. Integrating community into assessment practices is an area of emphasize for AACSB.
 - d. AOLTF Role in MBA AOL
 - i. The MBA committee has not met yet.
 - e. Assessment software
 - i. IT will demo assessment software programs soon.
3. Proposed changes in Oral Communication Rubric
 - a. The Oral Communication rubric was discussed with respect to traits F and J as well. Specifically, the use of the word “memorable” and the ability of the rubric to adequately discriminate between levels of performance was discussed. Discussion resulted in Trait F-More Than Meets Expectations changed to “Transitions or interactions between team members enhance the presentation” and the levels of Trait J were changed to
 - i. Does Not Meet Expectations
 1. “Central message is absent or not explicitly stated”
 - ii. Meets Expectations
 1. “Central message is basically understandable”
 - iii. More Than Meets Expectations
 1. “Central message is clear and consistent”
 - b. A motion was made to approve the rubric with the aforementioned changes. M/S/P approved 8-0.
4. Global Context of Business discussion

- a. Members of the AOLTF will meet with faculty who teach in the IB major as well as with core course coordinators.
 - b. San Jose State University's "Passport to Leadership", a cross-university global leadership initiative, was discussed.
5. Core course coordinators
- a. Digital measures entries for service as a core course coordinator will not be entered for individuals who have not participated as a core course coordinator.
6. AOL Newsletter
- a. The basic format and first issue of the AOL newsletter was discussed .

Meeting was adjourned at 3:00 pm

Remaining meetings: April 14, April 28

Come with Ideas for Professional Development in Fall semester and January meeting

Minutes completed by Ryan White