

Minutes

Assurance of Learning Task Force

8:00 a.m.

October 29, 2009

307 Wimberly Hall

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

1. The minutes of the October 22 meeting were approved.
2. Discussion of ETS. Discussion points included:
 - a. the value of using ETS to assess core requirements vs. competency in the major.
 - b. piloting ETS in Mgt 449 in spring 2010 so as to obtain a better understanding of the value of the data for assessment purposes.
 - c. consider administering ETS in Mgt 449 at outset of the semester to obtain students' entry-point knowledge.

May and Sherony will talk to Tom Kuffel, Mgt 449 instructor, about his willingness to administer the ETS exam in his spring 2010 sections of the course. If amenable, Kuffel will be invited to meet with the Task Force.

3. Discussion of course embedded assessment focused on in which course the assessment could take place.
 - a. Mkt 309 instructors identified this course as meeting the problem solving and communications CBA objectives.
 - b. Mkt 309 is well suited for assessment because approximately 80 percent of the material covered is common to all sections offered, including common assignments and final exam questions.

Knowles will consult with Finch and Steve Brokaw, Marketing Department Chair, about the feasibility of assessing either problem solving or communications in all sections of Mkt 309 in spring 2010. If Finch and Brokaw are amenable, Mkt 309 instructors will be invited to meet with the Task Force.

4. Consensus was that the Task Force should periodically update the CBA Steering Committee (deans and chairs) about its progress and plans. May will add a report from the Task Force as an item on the November 4 Steering Committee meeting agenda.
5. Mary Gander will meet with the Task Force at its November 12 meeting to discuss her use of *Glo-Bus*.
6. The committee will meet in 307 Wimberly Hall at 8:00 a.m. on Thursday, November 5. The agenda will include discussion of how to make course embedded assessment systematic.
7. The meeting adjourned at 9:10 a.m.

Keith Sherony, Chair