Minutes
Assurance of Learning Task Force

2:30 pm January 6, 2010 307 Wimberly Hall

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

Absent: K. Sherony

1. Approval of December 10th meeting minutes.

2. Discussion of the comprehensive assessment plan for the undergraduate program.
   a. A timeline of assessment activities for each Curriculum Goal was presented.
   b. Where should assessment activities take place? Discussion included course-embedded assessment in only MGT 449 compared to all core-classes. Future options included the development of a one credit course involving a project used for assessment or increasing MGT 449 to a 4 credit course.
   c. Collection and storage of assessment data was discussed.
   d. The committee discussed the formation of a ‘steering committee’ for each CBA Curriculum Outcome that would consist of a task force member, faculty members, and a UCC member.
   e. Dissemination of assessment results should include faculty, SAC, and the Advisory Board.

3. It was suggested that college level assessment activities (like the steering committees) be reported in DM as a service component not just as a course assessment activity.

4. The agenda for the college meeting in January was discussed.

5. The next meeting will be on January 14th at 1:00pm.

6. The meeting adjourned at 3:50pm.

Submitted by Kathryn Birkeland