

Minutes  
Assurance of Learning Task Force  
March 24, 2011

11:00 a.m.

323 Wimberly Hall

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

1. The minutes of the March 3, 2011 meeting were approved as amended. (5-0-0)
2. Updates
  - a. Communication survey and UCC
    - i. There are 40 completed surveys. Knowles is meeting with UCC on Thursday, March 31<sup>st</sup>. When a communication course is discussed, the content coverage in BUS 230 will likely be reviewed. A communication course should be coordinated with BUS 230.
  - b. ETS
    - i. We are going to purchase major specific assessment indicators from last year's use of ETS. The next run will be in spring 2012. Committee discussed how ETS will be delivered in that semester.
  - c. Outcomes on syllabi
    - i. Common Course learning objectives need to be on each section's syllabi for the CBA core courses. The course learning objectives that departments submitted need to be the things that are covered in the course. Departments need to have discussions about what the learning outcomes are for the core courses. The AACSB team, other UWL faculty, and former/transfer students all use the course syllabi.
    - ii. What CBA information should be on the syllabi? Mission statement.
  - d. Mission statement status
    - i. Mission statement needs to be closely tied to the learning objectives.
    - ii. The mission statement was last revised in 2005. The plan is to look at it every three years.
    - iii. May has started the process of reviewing the mission statement with stakeholders like the Advisory Board, SAC, and UCC.
    - iv. The CBA needs to start the process of actually drafting a revision. May has started a volunteer committee to draft any revisions. This committee will begin meeting next week. Plan is to have options and get feedback by email by the end spring or by fall meeting.
  - e. Second social responsibility meeting (4/1)
    - i. Documents
      1. Knowles has contacted those who attended the last workshop to generate some written reports about the coverage of social responsibility.
      2. The same process of generating a written document of coverage should be done for global context in the fall.
    - ii. mapping
      1. Many of the courses have decided to change their mapping to the SR objectives.
    - iii. ideas for prompts
      1. Next meeting we will talk about how to drive the discussion in the workshop.
      2. May will consider inviting Advisory Board members to the workshop.
3. Before next meeting, task force members should review the new documents in the dropbox from Knowles, Lyons, and Rosacker relating to their trips to the AACSB meetings/conferences.
4. The meeting adjourned at 12:06 p.m.

Submitted by  
Kathryn Birkeland