

Minutes: Assurance of Learning Task Force
Present: Peter Haried, Laurie Miller, Steve Thornburg , Nilakshi Borah, Ana Iglesia,
Elizabeth Crosby, Sheida Teimouri, Glenn Knowles
Date: Monday, October 12, 2015, 11:00-12:00 pm, CWH 124

Convened at 11:00am CST

1. Amend September 28, 2015 minutes to indicate Steve Thornburg absence
M/S/P 8-0
2. Approved minutes of September 28, 2015, as amended.
M/S/P 8-0
3. Laurie reported on the Global Initiatives Week International Faculty Panel scheduled for 11/11/15. She has secured a full panel for the event.
4. Peter discussed using a sampling approach for the spring 2016 MGT393, Production and Operations Management, assessment. He recommended that we should approach Gail Gillis and Andrew Stapleton regarding their participation. Glenn indicated that a sampling approach should be sufficient to satisfy the assessment requirement.
5. Laurie reported on meetings with student organizations. She met with Delta Sigma Pi and discussed the College of Business assessment process in general and the five learning outcomes in particular. She solicited feedback on the curriculum and received positive feedback on the MGT 300 Business Communications course. Some students expressed an interest in having more 'real-world' client contact and working with large data sets. Students also asked about the impact of SEIs to which she informed them that they are important and included in annual teacher evaluations.
6. The task force discussed the recent assessment of MGT 449, Administrative Policy Determination. The assessment consisted of a 20-page case for which students were required to write a memo. There was concern regarding consistency in administration of the task. Quality of student responses varied by instructor and it was noted that some students may have received the prompt in advance, giving them more time to prepare. It also appeared that the instructor requirements were not consistent, with some students writing a full paper with citations and others writing a memorandum. There were some concerns expressed over the originality of some of the work, and it was noted that while lockdown browsers were available their use was not required in all

instances of administration. There were also concerns expressed over variation among instructors in the grade weight of the assignment. Variation in the grade weight given by the instructors may have influenced student motivation to perform and, hence, variation in student outcomes. It was noted that variation by instructor may provide useful insight into successful teaching techniques, but that requiring disclosure of individual teacher techniques and linking them to student performance may reduce future participation in the assessment program. In summary, the task force agreed that inconsistency in the administration of the MGT449 task might limit its usefulness for assessment.

7. Laurie solicited suggestions on how to organize the assessment program during the upcoming spring 2016 CBA meeting. The current rotation of objectives indicates that Communication and Social Responsibility will be the primary topics of interest this spring. Prior meetings have included outside speakers, faculty exercises and roundtable discussions. Peter suggested participation of the CBA Board of Advisors and presenting sample assessments to attendees for discussion. Laurie suggested including a presentation by CATL and a review of the BUS230, Business and Economics Research and Communication, oral communication assessment. Laurie also suggested having Darcy Thoun in the English Department review "Writer's Help", the online writing handbook subscription available for purchase by all ENG110/112 students.

Meeting was adjourned at 12:00 pm

Next meeting is scheduled for November 2, 2015.

Respectfully submitted, Steven Thornburg