

Minutes: Assurance of Learning Task Force
Present: Laura Milner, Glenn Knowles, Peter Haried, Laurie Miller,
Sheida Teimouri, Elizabeth Crosby, Steve Thornburg, Ana Iglesias, Nilakshi Borah
Date: Monday, September 14, 2015, 11:00-12:00 p.m., 124 CWH

[Dropbox document location in \[minutes\]](#)

1. Approved minutes for April 20, 2015, meeting [[Minutes: 4.20.15 Minutes](#)]
2. International Faculty Panel for Global Initiatives Week (November 7th-14th)
 - Wednesday, November 11th, 7:00-8:30 p.m. in the Hall of Nations
 - Purpose is to increase global awareness and cultural sensitivity among our students
 - Which faculty do we want to ask to participate?

Sheida and Ana volunteered to be part of the panel. Several other international faculty were suggested. Laurie will follow-up with these individuals to build the panel to four to five members.

- Who will serve as the moderator?

Nicole Gullekson was suggested as a potential moderator. Laurie will email Nicole asking if she is willing to participate.

3. Meeting with Core Course Coordinators concerning curriculum skill map

A meeting of the Core Course Coordinators whose core course maps to social responsibility will be called this fall. The purpose of this meeting will be to discuss the skill level anomalies that appeared when re-mapping the core. Specifically, it was noted that several instructors spread throughout the core perceived that they were introducing the topic as opposed to a natural progression from “beginning” to “practicing with feedback” as students moved through their core classes.

4. Meeting with CBA student organizations

- Student Advisory Council

- American Marketing Association--Beth
- Beta Alpha Psi--Steve
- Collegiate Entrepreneurs' Organization
- Delta Sigma Pi--Laurie
- Financial Management Association--Nilakshi
- Healthcare & Lifesciences Student Association
- International Business Association--Sheida
- Information Systems Association--Peter
- Society for Human Resource Management

5. BUS 230 Oral Communication Workshops

This fall all sections of BUS 230, Business and Economic Research and Communication, have invited an instructor from the Communication Studies department to their classroom to present an oral communication refresher workshop. Several instructors piloted this workshop over the past few semesters and have received very positive feedback from students. By having all students in BUS 230 participate in this workshop, it is well-positioned to ensure that all CBA students their sophomore or junior year would have the opportunity to build on the skills they developed in CST 110.

6. Goals for the 2014-2015 academic year

- Ask MGT 393 to participate in assessment in 2015-2016
- Ask ACC 221 to participate in assessment in 2015-2016
- Ask FIN 355 to participate in assessment in 2015-2016
- Convene the Core Course Coordinators more often
- Meetings with core course instructors
- Increased faculty involvement in AOL/selling to faculty why this is important
- Compile an inventory of prerequisite skills for each core course (Integration Map)
- Create a web site/resource for students with basic concepts from the core courses.

7. Being deliberate in our course-embedded assessment requests

How do we want to proceed in terms of asking courses in the core to participate in assessment? Our past approach has been to seek out courses that have not participated in assessment much, if at all, in the past. Is this the right approach? Should we be focusing instead on learning objectives that have been assessed little compared to others that have been assessed more? Writing, in particular, has not been assessed outside of MGT 449 except once.

8. Assessment of online courses

Nearly all of our core courses are offered online summer and/or J-term. Do we want to assess student learning in these online courses? What proportion of our students take a core course online?

The point was raised we have no guarantee that the actual student would be the one completing the assessment task. Would this then be a valid comparison?

Next meeting is September 28th at 11:00 a.m.

Meeting was adjourned at 11:58 a.m.

Respectfully submitted,
Laurie Miller