

**Minutes:** Assurance of Learning Task Force

**Date:** Friday, April 26, 2019, 12:30 p.m.

**Location:** 124 Wimberly

**Present:** Ken Graham, Peter Haried, Ana Iglesias, Kim Lyons, Laurie Miller, James Murray,  
Diana Tempski

**Excused:** Laura Milner

1. M/S/P (6,0,0) to approve minutes of the 4-5-19 meeting
2. CBA Bylaw changes pertaining to the AOL Task Force

James shared the language in the updated CBA bylaws that transforms the Task Force to a committee. The members of the Task Force did not suggest changes to the wording and no vote was necessary, as the entire college will vote this on.

James also shared that UCC is considering a possible addition to the bylaws that would require one individual to serve on both the AOL Committee and the CBA Curriculum Committee at the same time. This would make the relationship between the AOL Committee and the Curriculum Committee more visible and would enable the two committees to better coordinate their efforts.

3. Charges for the AOL Committee for the 2019-20 academic year

Concern was expressed at a Marketing Department meeting that the Core Course Coordinators have not been meeting with one another on a consistent basis to share assessment results and curricular changes. Members of the Marketing Department requested that the Task Force schedule a meeting of the Core Course Coordinators prior to the end of the spring semester. This would enable instructors to make changes to their course syllabi over the summer based on information shared at this meeting.

After discussing this, the members of the Task Force decided against scheduling a meeting yet this semester but instead will host a workshop during meetings week in the fall for all the Core Course Coordinators. There will be several new Core Course Coordinators in the fall. Given this, the Task Force feels it would be more productive to meet in the fall rather than this spring.

Additional charges for the 2019-2020 academic year:

- Continue revising CBA common rubrics.

The new critical thinking and oral communication rubrics are finished and IBAC has delivered a draft of a new global rubric. The Task Force will need to review this draft as well as begin work on the written communication and social responsibility rubrics.

- Develop a communication plan for sharing assessment results and curricular changes with all CBA faculty

This communication plan should also provide more opportunities for faculty to engage in conversations around the CBA learning outcomes.

- Support the use of Taskstream by all departments in the CBA

#### 4. Revisions to CBA Common Critical Thinking Rubric

Final revisions were made to the new critical thinking rubric. The new rubric will be put into use and any additional changes will be based on suggestions from faculty end-users. It will be used to score student artifacts in MGT 449 in the fall of 2019.

Meeting adjourned at 1:30 p.m. Next meeting will be determined at the start of the fall 2019 semester.

Respectfully submitted,  
Laurie Miller