Minutes: Assurance of Learning Committee

Date: Tuesday, February 4, 2020

Time/Location: 2:15-3:15 p.m., 124 Wimberly

Present: Danny Franklin, Ken Graham, Hannah Han, Kim Lyons, Laurie Miller, James Murray, Shishir Paudel

1. Approval of minutes from 12-2-19 meeting (6-0-0)

2. Update on meetings with student groups
   a. Kim met with Accounting student groups in Fall 2019
   b. Danny, Hannah, Ken, Laurie, and Shishir plan to meet with student groups in Spring 2020

3. CITM Reports wrap-up: Discrepancies in the reviews for the reports Laurie was involved in were discussed and resolved:
   a. Kim and Laurie reconciled their scores for Finance CITM report
   b. Laurie and Shishir reconciled their scores for Management CITM report

4. Updates to the AOL webpage
   a. Laurie to make the updates available to Mary Grattan
   b. Members suggested that the annual assessment reports not be uploaded to the CBA website
   c. For the faculty access, the instruments could be saved on the AOL Canvas site and the links made available on the CBA website
   d. Members also agreed to make the AOL meeting minutes available on the CBA website only for the current accreditation cycle (2017/2018 - )

5. January all-college meeting debriefing
   a. Laurie sent 13 substantive comments collected from the meeting to Mary Hamman for feedback and analysis
   b. Laurie to summarize global comment sheets and disseminate it through the CBA mid-semester newsletter
   c. AOL member feedback: Shorten the time each prompt is discussed at the CBA meetings

6. Faculty feedback on oral communication assessment results
   a. Laurie to summarize faculty feedback on the oral communication assessment video shown at the CBA meeting
   b. Feedback from the AOL members:
      i. Lack of enthusiasm noted among students
      ii. Hard to determine students’ body language from the video
      iii. Students appeared to imitate faculty
      iv. Some observers/graders might have too high expectations of students

The meeting adjourned at 3:07 pm. The next meeting will be on February 18.

Respectfully submitted
Shishir Paudel