

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