

Minutes: Assurance of Learning Committee

Date: Tuesday, May 5, 2020

Location: 2:00-3:00 p.m., Online via Canvas Collaborate Ultra

Present: Danny Franklin, Ken Graham, Hannah Han, Laurie Miller, Shishir Paudel

Excused: Kim Lyons, James Murray

1. Approve the minutes of the 4-7-20 meeting.
 - a. M-S-P (5, 0, 0)

2. Approve end of year *AOL Executive Summary on Committee Outcomes, and Proposed Charges for 2020-2021* academic year.
 - a. Re: Charge #1, Franklin brought up concerns about hosting Core Course Coordinator Retreat if we are still working virtually in the fall semester. Committee discussed and agreed that we would revisit later in the summer. We will use the Fall 2020 CCC Retreat to discuss proposed changes to the Global Learning Outcome from the CBA CC.
 - b. M-S-P (5, 0, 0)
 - c. Graham proposed holding monthly meetings for the 2020-2021 academic year versus semi-monthly, which has been the tradition of the committee. All members were in favor of the proposal. Miller cautioned that the meetings should not conflict with the CBA CC Committee meetings if we use the CBA Friday meeting calendar.

3. Elect AOL Committee Chair for 2020-2021
 - a. Graham self-nominated and ran unopposed;
 - b. M-S-P (5, 0, 0)

4. AOL Newsletter
 - a. Graham presented a mock-up of *Assessments: A Newsletter of the AOL Committee* for discussion.
 - b. Committee liked the proposed format/layout of the newsletter.
 - c. Miller noted that the committee voted to not make assessment results available to the general public; thus, if we report assessment findings in *Assessments*, it would be publicly available.
 - d. Franklin suggested requiring users to have UWL log-in credentials to access newsletter content. Graham will check with university communications regarding the possibility of doing this when they create the webpage.
 - e. The committee will work to have the initial issue of *Assessments* available in Fall 2020. This will require getting the technical help from the university to set up the page and links and training for the Chair to edit content.

Meeting adjourned: 2:40 pm

Next meeting: TBD September 2020

Respectfully submitted: Ken Graham