Minutes: Assurance of Learning Committee
Date: Monday, September 9, 2019
Location: 124 Wimberly
Present: Ken Graham, Danny Franklin, Ye Han, Kim Lyons, Laurie Miller, James Murray, Shishir Paudel

Excused: Laura Milner

1. Approval of the minutes for the 4-26-19 meeting (6,0,0)

2. Election of committee chair and recorder

   - Ken Graham elected committee chair (6, 0, 0) Recorder duties will be rotated among committee members.

3. Meetings with student groups
   - Members of the committee are asked to volunteer to meet with I will bring a sign-up sheet for this to the next meeting.

4. Review of charges for the current year
   - Assessment in MGT 449 will be outside of class this fall. Instructors are giving students one class period off in exchange for this.
     - Should we use the same case? We've used this same case twice in the past and students did not do well on it. Franklin pointed out that the current task gives students the choice of domestic or a global option. Given that students have a domestic option they may be ignoring the global options. Can we re-work the case so that students have to choose between two global options?
     - Franklin agreed to re-work the existing case and prompt to better address global. He will provide a draft for AOL to review at our Oct. 7 meeting.
   - Lyons suggested that January meeting focus on mapping course-level assessments to the learning outcomes of the major.
     - Identify the skills individual courses build and which skills are needed in upstream courses.
     - Murray offered to create a survey listing core course learning outcomes to send to the Core Course Coordinators to identify which skills they expect their students to transfer in from prior coursework in the core.
   - Support the use of Task Stream by all departments in the CBA for CITM reporting.

- Graham to send reminder to Chairs and Deans regarding the need to input all CITM data into Task Stream for this year.
- Graham to meet with Patrick Barlow to identify resources to provide to Chairs for use of Task Stream.
- Support the use of Aqua and Learning Objective Assessment Teams for artifact scoring and closing the loop activities.
  - Graham to meet with Patrick Barlow to identify if we can customize rubrics in Aqua for use with department or course level.
- Graham provided update on efforts to continue to coordinate the work of the AOL and CC committees.
- Graham provided update on importance of increasing communication between the AOL committee and its relevant publics, including faculty and students.
  - Murray emphasized the importance of communicating out assessment data as well as closing the loop activities to AACSB re-accreditation.
5. Recap of the Core Course Coordinator Retreat was tabled to next meeting.

Meeting adjourned at 1:55 pm. Next meeting will be on Monday, October 7 at 1:00 pm in CWH 124.

Respectfully submitted,
Ken Graham