

**Minutes:** Assurance of Learning Committee  
**Date:** Friday, February 25, 2021  
**Schedule:** 2:30-3:30 p.m., Online via Microsoft Teams  
**Present:** Gwen Achenreiner, Danny Franklin, Ken Graham, Hannah Han, Kim Lyons, Laurie Miller, Shishir Paudel

1. Approval of the minutes for the 12-17-20 meeting. M-S-P (5, 0, 0)
2. Fall 2020 CITM Reports

Graham emailed committee members their assigned department CITM reports to review and requested that members have their evaluations completed by our next meeting. Laurie to follow up with James Murray on ECO dept CITM report completion.

3. Fall 2021 CITM Reports

- Due to COVID, Interim Dean Brooks requested that AOL give departments a year off from lengthy AOL commitments in 2020-2021.
- Many departments did not do assessment in 2020; departments were asked to submit an assessment plan update for 2020-2021.
- Fall 2021 will be another “mid-cycle” report, requesting departments to provide an update to the assessment plans submitted in 2020-2021 report
- Full CITM report won't be due until October 2022

4. CBA All-College Meeting Follow UP

- Miller recommended making the January meeting a joint committee meeting, hosted by both the CBA Curriculum Committee and AOL (versus AOL alone) to better demonstrate collaboration between the two committees as requested by AACSB during our last site visit;
- Franklin volunteered to use NVIVO to analyze the qualitative data that was collected during the January meeting breakout sessions for Oral and Written communications in an effort to extract more actionable data;
- Lyons recommended starting conversation with the CBA CC regarding the possibility of a quantitative literacy learning outcome for the college;

5. Social Responsibility Rubric

- Will assess SR in Spring 2021 in MGT 449; Group discussed challenges of developing a SR rubric;
  - Franklin – adjust rubric to fix task
  - Lyons – add “NA” box in rubric for irrelevant traits based on task
  - Miller – When AOL reviews tasks, should also evaluate how well the task and rubric align;
  - Franklin – to research SR Rubrics and how it can be operationalized;
- Update on Critical Thinking Rubric currently being used to score 449 student artifacts

- Lyons/Miller – since rubric is new, likely to find weaknesses in it as we use it. Will need to make adjustments as we go to refine it;

Meeting adjourned at 3:31 p.m.

Respectfully submitted,  
Ken Graham