

Minutes: Assurance of Learning Committee
Date: Friday, November 20, 2020
Schedule: 12:00-1:00 p.m., Online via Microsoft Teams
Present: Gwen Achenreiner, Danny Franklin, Ken Graham, Hannah Han, Kim Lyons, Laurie Miller, Shishir Paudel

1. Meeting convened at 12:02 p.m.
2. Approved the minutes of the October 23, 2020 meeting – M-S-P (6-0-0)
3. MGT 449 Learning Objectives
 - a. Danny provided an update on the MGT 449 LOs. These LOs have not been updated for many years and are not in alignment with best practices.
 - b. Considerable research has gone into making sure the updated LOs also align with peer institutions and map to the LOs of other upper level core courses.
 - c. The goal for having revisions completed is spring 2021, in time to have them approved by the College of Business in April 2021 and included in the new course catalog.
4. Update on assessment in MGT 449
 - a. The task is not ready yet. The goal is to have the task ready for review before mid-December so that feedback can be utilized and the task can be administered during finals.
 - b. Members of the AOL Committee were asked to provide feedback before December 11th.
5. Core Course Coordinator Retreat
 - a. The date and time for the retreat were set for January 26, 2021, 10:00-11:30 am.
6. Replacements for Taskstream and Aqua
 - a. Discussed how best to utilize Canvas for assessment of competency in the major.
 - b. Will use Canvas for upload of finished reports until the technology for scoring and data analysis is refined. For this year, forms have already been sent to departments for completion of reports.
 - c. Laurie will tweak the report document so that it leads departments through the CITM assessment process in the same manner that Taskstream did. Her draft should be completed sometime in the spring of 2021.
 - d. Discussed using Qualtrics to score tasks so that data could be easily summarized across courses and instructors.
 - e. Gwen suggested that we look into reviewing assessment data by demographics that include: 1st generation students, students of color, and Pell Grant recipients.
7. Our next meeting is scheduled for Thursday, December 17, 2020 at 12:00 pm

Meeting adjourned at 1:03 pm

Respectfully submitted: Kim Lyons