

Minutes: Assurance of Learning Committee
Date: Thursday, December 17, 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. Approval of the minutes for the 11-20-20 meeting. M-S-P (6, 0, 0)
2. Update on CITM Reports

Ken has received Competency in the Major Reports from Accounting, Finance, Information Systems, and Management. He will follow-up with the department chairs/director of Economics, International Business, and Marketing. The Committee will review the CITM Reports when classes resume in February, with the goal of providing feedback on the reports to the individual departments/majors at the end of February.

3. AOL portion of January all-college meeting

The written communication learning objective will be the focus of the AOL portion of the January all-college meeting.

- Laurie will contact Scott Reber to see if he would be willing to do a short presentation on MGT/MKT 301, focusing on the types of writing students are exposed to in MGT/MKT 301 along with the depth of that exposure. This will provide faculty, particularly those who teach classes downstream from MGT/MKT 301, with a better understanding of student knowledge and skills after completing the business communications course.
- Gwen will update the college on student enrollment in MGT/MKT 301.
- Written communication assessment data will be shared with the college.

4. January Core Course Coordinator Retreat

Both MGT 449 and MGT 393 are working on revising course learning objectives. The MGT 449 instructors will be reaching out to the Core Course Coordinators individually between now and the Core Course Coordinator Retreat to get their input on changes to the course learning objectives but would like to use some time during the Retreat to provide an update.

Laurie will contact Uzay Damali, the MGT 393 Core Course Coordinator, to see if he would be willing to share the changes to the MGT 393 learning objectives at the Retreat.

Meeting adjourned at 12:56 p.m.

Respectfully submitted,
Laurie Miller

