

Minutes: Assurance of Learning Committee
Date: Friday, December 3, 2021
Time: 1:00-2:00 p.m., Online via Microsoft Teams
Present: Laurie Miller, Anup Menon Nandialath, Shishir Paudel, Hannah Han
Excused: Kim Lyons, Gwen Achenreiner

1. Approval of the minutes for the 11-19-21 meeting. M-S-P (5, 0, 0);
2. Competency in the Major Report Reviews: Graham reported that AOL has received CITM reports from the departments (with exception of ACC and IB). Review assignments were given and Graham notes that he would send out the template to the committee for completing their assigned reviews. Reviews will be due when the committee meets in January;
3. Increasing Committee engagement with assessment data
 - Miller outlined plan based on feedback from Dean's office to increase committee member participation in analysis and assessment of data collected in MGT 449;
 - Over JTerm Miller will put together packets for each committee member for which they will be responsible for (a) scoring additional artifacts if necessary, (b) analyzing data – primarily descriptive statistics, (c) drafting a report for the committee to provide to the coordinator and to share with the rest of the committee;
4. Norming Session for Social Responsibility Rubric
 - Committee participated in a norming session of the social responsibility rubric;
 - In general the committee was in agreement on their scoring of the three student artifacts;
 - The session was recorded and will be shared with other faculty recruited to score artifacts for the social responsibility assessments;

Meeting adjourned: 2:03 pm

Respectfully submitted: Ken Graham