Committee on Assessment of Institutional Effectiveness

Minutes from October 11, 2013

Members in attendance (in alphabetical order):

Robert Cameron, Chad Galuska, Giaconda Quesada, Neal Tonks, William Veal (Chair)

Non-Members in attendance (in alphabetical order):

Penny Brunner (Associate Vice-President for Institutional Effectiveness), Lynne Ford (Associate Provost for Curriculum and Academic Administration), Karin Roof (Director of Survey Analysis and Research)

Time: 9:00-10:00

Minutes from the September 13 meeting were amended and approved

W. Veal announced that he had met with Lynn Cherry, Associate Chair and Director of Undergraduate Studies, to discuss the identity and role of the Committee on Assessment of Institutional Effectiveness. She informed W. Veal that the Committee has the freedom to define its identity and role, but suggested that the Committee assess or collect data for programs at the College, such as Study Abroad or General Education.

G. Quesada noted that Andrew Sobiesuo, Associate Provost for International Education, had expressed previously interest in receiving help in assessing study abroad programs. W. Veal suggested that the Committee consider a possible collaboration with Study Abroad. He also presented the possibility that the Committee assess one or more of the College’s mission statements.

W. Veal asked that for the Committee’s next meeting, members analyze the Committee’s mission statement and send to him our suggestions /modifications. He stated that after a discussion and vote, the Committee’s amended mission statement would advance to the Faculty Senate for approval.

W. Veal suggested that for the Committee’s next meeting, he would invite Andrew Sobiesou and Gabriela Peschiera, Assistant Director of the Center for International Education, to discuss further a possible collaboration with study abroad programs.

N. Tonks asked whether the Committee might inadvertently create more confusion and expressed his wish is for the work of the Committee to be of value. W. Veal stated that he did not want the Committee to duplicate any work that is being done in assessment at the College and he suggested that perhaps the role of the Committee is to aid only those programs and departments that ask for assistance. To this end, L. Ford noted that The College Reads Program may be interested in help in assessing outcomes as that Program’s committee is largely consumed with selecting texts, not assessment of the Program.

P. Brunner and K. Roof facilitated a workshop on assessment. They provided instruction on how to define a mission statement and noted some questions that those involved in assessment need to ask
themselves, namely: (1) How clear are the steps that a student needs to take in order to successfully complete a program?; and (2) How would success be demonstrated? They noted the importance of setting goals that are ambitious, but attainable, and the importance of having a rubric and providing that rubric to stakeholders.

Following the workshop, W. Veal asked the Committee how we might apply what we learned to the assessment of study abroad programs, to which the Committee agreed on the following steps:

1. Develop a mission statement
2. Design learning outcomes
3. Design a rubric
4. Evaluate stakeholders by that rubric

W. Veal reiterated that he would invite Andrew Sobiesou and Gabriela Peschiera to attend the Committee’s next meeting so that we might begin work on possible learning outcomes for study abroad programs. He also expressed his ideal that the Committee’s membership remain intact for the 2014-2015 academic year and that he would inquire as to whether this is possible.

Meeting adjourned.

Respectfully submitted,

Robert Cameron