

Committee for the Assessment of Student Learning in General Education
January 22, 2013
Zuhl Library Conference Room
3:00 p.m. – 4:00 p.m.

Members present: Greg Armfield, David Barney, Dennis Clason, Julie Fitzsimmons, Ryan Goss, Tim Hand, Amal Mostafa, David Smith, Shelly Stovall and Kassia Wosick

1. **Greetings.**
2. **Approval of Minutes:** The minutes from November 27, 2012 were approved.
3. **Old Business:**
 - a) **Teaching Academy Event Dates:** Julie announced the upcoming events to be held at the Teaching Academy:
 - Monday, February 4, 2:30-3:30 p.m. – CASL-GE Results Open Forum. Shelly presented the PowerPoint slides highlighting features of the final report to the committee. She will email the presentation to members and suggestions, or revisions, can be sent to her or Julie.
 - Thursday, April 11, 10:30 a.m.-2:30 p.m. – CASL-GE Scoring Session – lunch will be provided. Due to teaching constraints, Amal and David Barney will arrive a little late to the session.
 - b) **NMHEAR Conference:** Amal, Dennis, Julie, Shelly and Tim will be attending the conference. The PowerPoint Presentation used for the Results Open Forum will also be used for NMHEAR. Amal will give a brief introduction of the STEM proposal, also.
 - c) **College of Extended Learning News:** Shelly announced the College of Extended learning is being absorbed by the College of Arts & Sciences. Dr. Bobbie Derlin will remain as Associate Provost and will oversee accreditation, assessment, and program review for all campuses. Other areas, i.e., Teaching Academy, Online Course Improvement Program, etc., will remain together and will report to Dr. Greg Fant, Associate Vice President & Deputy Provost.
 - d) **CASL-GE Spring Actions**
 - *Administering Assessment – VWW List of Classes:* Members discussed ways to help Dennis fairly select a random subset of Spring 2013 VWW courses. It was agreed to stratify by college and use the results from that. Tim offered to provide enrollment numbers to Dennis by the end of the week. A letter to faculty asking for their participation will be sent from Provost Jordan via Shelly. It was also decided to analyze face-to-face and on-line projects separately.
 - *On-line Process –* Kassia informed the committee that administering the Tweaking Twain project on-line will work using the CANVAS grade book option. All students will have access using their Aggie IDs. An instruction page will be added and will include a statement stressing that external research is not allowed. Kassia will design the website where the project will be hosted and will share the link with members.
 - *STEM Project Status-* David reported he is making final additions/revisions to the STEM project and he will email the final project to members by the end of the week. He also requested Shelly send Dr. Michael DeAntonio a thank you note for his invaluable help and time he put in with developing the STEM project.
 - *IRB Renewal –* Shelly asked new members to apply for IRB certification while she renews the current IRB application for the upcoming year.
4. **New Business:**
 - a) **Next Meeting:** The next meeting will be February 26, 2013.