

**Committee for the Assessment of Student Learning
Baccalaureate Experience
September 25, 2012
Zuhl Library Conference Room
1:30 p.m. – 2:30 p.m.**

Members present: Tim Hand, Patricia MacGregor-Mendoza, David Melendez, Andrea Orzoff, Shelly Stovall and Theresa Westbrook

Staff present: Valerie Stuart

1. **Greetings.**
2. **Introductions:** Introductions of committee members were made around the table: Tim Hand (Institutional Analysis), Patricia MacGregor-Mendoza (Languages & Linguistics), David Melendez (Center for Academic Success), Andrea Orzoff (History), Shelly Stovall (Director of Assessment), and Theresa Westbrook (Library Reference & Research Services).
3. **Mission & Goals:** Shelly reported CASL-BE is a result of the Higher Learning Commission (HLC) Assessment Academy Team which was formed following the 2008 HLC accreditation visit to make sure NMSU maintains momentum. The team attended workshops focusing on improving student learning assessment and use of results, and will complete its commitment at the end of the 2013 academic year. This team has since become a standing committee – CASL-BE.
4. **Scheduling Regular Meetings:** Valerie will send out a Doodle requesting availability to help determine a time for regular monthly meetings.
5. **University Outcomes Assessment Council (UOAC) Representative:** Tim Hand agreed to serve as the CASL-BE representative on UOAC.
6. **Inclusion, Diversity, Equity & Access (IDEA) Grant Team Meetings:** – Shelly announced the English Department has developed an IDEA Grant Team to promote assessment of writing campus-wide. The purpose of the grant is to develop resources that will meet the needs of English language learners among NMSU’s domestic students. David agreed to represent CASL-BE and will attend IDEA Grant Team meetings and report back to the committee.
7. **Institution-wide Focus on Writing:** Members discussed methods to gather information that would be helpful when assessing institution-wide writing during 2013-14. Suggestions were: 1) collect assignments from departments, 2) ask departments what their expectations are, 3) ask for examples of good and bad writing, and 4) ask for student’s interpretation.
8. **Baccalaureate Experience:** Shelly announced she and the student team discussed the Baccalaureate Experience proposal with the Faculty Senate Chair, Tim Ketelaar. He recommended moving forward with the proposal, clarifying it is for HLC accreditation and that it has been endorsed by the President, Provost, faculty, and students. Presenting the data/results to the Faculty Senate will be the final step in the process. Ways to present the data will be discussed at the next meeting.