

**Committee for the Assessment of Student Learning  
Baccalaureate Experience  
December 12, 2012  
Zuhl Library Conference Room  
9:00 a.m. – 10:00 a.m.**

**Members present:** Tim Hand, Patricia MacGregor-Mendoza, David Melendez, Philip Post and Shelly Stovall

**Staff present:** Valerie Stuart

1. **Greetings.**
2. **Approval of Minutes:** Minutes from the November 14, 2012 meeting were approved.
3. **Scheduling of Meetings:** Meetings will continue to meet the second Wednesday of every month at 9:00 a.m. If this time poses a problem for other members, this item will be revisited.
4. **Teaching Academy Open Forum:** A presentation of the Self-Awareness Study Report will be provided at an open forum event scheduled for February 1, 2013 at the Teaching Academy. This event will offer an opportunity to gather feedback from the community.
5. **Updates:** Shelly announced the initiative of writing across curricula is still in the beginning stages. An invited speaker, John Bean, will host a session at the Teaching Academy sharing ways to create and assess assignments that will help with the development of developing good writing assignments. Implementation of writing assessment will begin Fall 2014.

CLA results will be released to the public soon and will be posted on the Assessment and Institutional Analysis websites. Campus-wide notifications will be delivered via *Hotline*.

Tim reported that the CASL-BE student group's proposal to present at the NMHEAR conference has been accepted.

6. **Draft Results from Self-Awareness Study:** Shelly distributed copies of the draft report from the self-awareness study, scoring rubrics used to evaluate transcripts from focus groups, T-Test sample used by Patricia, and table analysis results from Tim. After much discussion, several members decided to re-evaluate the focus group transcripts and rescore. Suggestions to the report were: a) add an introduction explaining the development of the committee, b) add a rating scale to tables, c) describe evaluation process, d) indicate why mock job interviews were not included in report, and e) add graphs/charts. The next step after the report has been completed will be to hold open forums to engage the community and gather input to incorporate ways for students to develop articulation methods.
7. **Next Meeting:** The next meeting is scheduled for January 9, 2013.