

Committee for the Assessment of Student Learning – Baccalaureate Experience

RECORD OF MEETING

November 20, 2013
Zuhl Library Conference Room
11:00 a.m. to 12:00 p.m.

1. Welcome
 - Members present: Muhammed Dawood, Mardi Mahaffy, David Melendez, Phillip Post, Shelly Stovall, Mark Waltermire
2. Record of Meeting Approval:
 - October 23, 2013 – approved.
3. Review/Discussion of Committee Mission and Goals:
 - Members reviewed committee goals and determined the first three goals have been completed. Goal #4 will be an ongoing process. Concerns members will think about and discuss in the future: Where is CASL-BE with assessment practices? Is committee straying from mission/goals? How does the committee function within the institution?
 - Challenges: sharing results with campus community, determining how much CASL-BE should be responsible for when assessing results, getting faculty buy in and help to distribute the rubric, and how to close the loop. To help close the loop, Shelly suggested the committee send her a memo recommending steps to help disseminate results within the institution. This will serve as great documentation relating to the data. She will then be able to discuss the committee's recommendations with the Provost.
4. Video Progress:
 - David reported he will begin editing the videos next week and will send the script to Shelly today. Videos will be sent to members for their feedback before the holidays.
5. Research Progress Reports/Proposals:
 - ENGL111 Research Proposal – Mardi stated the writing would not be analyzed and that the assessment piece will be a question provided at the end of the project. The role of the committee will be to assess the results provided by ENGL111 instructors.
 - Senior Survey – handouts of the Baccalaureate Experience Survey geared towards seniors were handed out to members for review. It was suggested the survey be sent to departments to use during their exit interviews/surveys with students.
6. Next Steps
 - Need IRB approval.
 - Provide feedback regarding the videos to David.
 - Muhammad volunteered to use the Baccalaureate Experience Survey in the College of Engineering as a pilot. Shelly will send Dr. Sonya Cooper the survey.
 - Next meeting – discuss dissemination tactics for pilot and check on status of videos.