

Assessment Committee

November 13, 2008

Minutes

Present:

Theo Addo, Beth Chung, Dave Ely, Kathy Krentler, Lois Olson, Mehdi Salehizadeh, Carol Venable

1. Program Updates

- Krentler reported that the Undergraduate Committee took part in a norming session in preparation to act as evaluators of student oral communication skills. This assessment will take place in several capstone courses across the college during the first week of December.
- Ely reported that Chamu Sundaramurthy will teach a section of MGT 626 in Spring 2008 that will utilize CapSim, a simulation with add-on individual assessment tools. The simulation will be evaluated as an assessment tool for the MBA Goal #1.

2. Syllabi Project

Krentler, aided by Sarah Knefler, is set to begin an evaluation of course syllabi across the CBA. Syllabi will be assessed for the presence or absence of clearly stated student learning outcomes (SLOs) and the presence or absence of common student learning outcomes across multiple sections of courses. The committee suggested that this project offers the potential for a "Closing the Loop" activity as follow up takes place with course syllabi that do not contain clear SLOs or multi-section courses lacking common SLOs. The committee further suggested that course level SLOs should be evaluated in terms of their connection to program level SLOs. Especially in the case of part-time instructors, it was recommended that department chairs (in addition to the instructor) be involved in the loop closing.

3. Data Storage

The committee discussed the issue of data and evidence storage as required by AACSB. It is agreed that a centralized electronic repository would be ideal however the committee recognizes several challenges in implementing this approach. Resources to purchase and maintain such a system as well as faculty education and buy-in to use are likely to be significant issues. The committee agreed that as we continue to consider options that all assessment representatives should strive to maintain careful evidence records as well as samples of actual data. Some materials may be stored (password protected) on an enhanced CBA assessment website.

4. Written Communication Rubric

The committee reviewed and discussed the latest draft of the CBA Written Communication Skills rubric. Edits were suggested and approved. A final version of the rubric is expected before the end of Fall semester.

5. IVC

The committee discussed ways in which to include the IVC campus in college assessment activities. Since IVC offerings are part of our on campus programs they should be involved in programmatic assessment taking place on the main campus. It was agreed that a set of course SLOs would be provided to instructors teaching at IVC. The instructors will be asked to include the SLOs on their course syllabi. Further, when data collection is planned in a particular course on the main campus (e.g. the BAT exam in MGT 405) and a section of the same course is being taught at IVC, we will request that IVC also collect data from their students.

6. MBA Analysis Rubric

Ely distributed the rubric currently being used to assess BA 795 projects and a critical thinking/problem solving rubric currently in use at CSU Chico. The Graduate Committee is considering developing or adopting an enhanced rubric not only for BA 795 but also for use in core courses. Krentler agreed to forward additional critical thinking/problem solving rubrics for consideration.

7. Culture Building & the Budget

The committee briefly speculated on the impact of the current and anticipated future budget situation on efforts to build a culture of assessment in the college. All agreed that every effort should be made to streamline data collection. It was further agreed that assessment efforts can provide an opportunity to strengthen teaching efforts in times of scarce resources.

Meeting adjourned at noon.

Next Meeting: December 11, 2008, 10:00; Dean's Conference Room