Members present: Tamra Donnelly, Sally Murphy, Sarah Nielsen, Balaraman Rajan, Aline Soules
Guests: Jodi Servatius, Julie Stein, Donna Wiley

1. Introductions: All present introduced themselves. Nielsen offered a brief history of the development of the ILOs, the history of the subcommittee, and the work it expects to accomplish this year. J Servatius complimented Nielsen on the succinct yet comprehensive history and suggested that all faculty would benefit from hearing it. Suggestions for getting the word out included attending Council of Chairs meetings, Academic Senate meetings, and an updated website.

2. Approval of agenda: M/S/P (Murphy/Donnelly) to approve the agenda with the addition of item 6e: review language on alignment of PLOs to ILOs.

3. Election of chair and secretary: M/S/P (Murphy/Soules) to elect Sarah Nielsen Chair of the Subcommittee for the 2014-15 academic year. M/S/P (Murphy/Nielsen) to elect Tamra Donnelly Secretary of the Subcommittee for the 2014-15 academic year.

4. Scheduling meetings/scoring sessions for winter quarter: Meetings will be scheduled on the second and fourth Mondays, 10:00 – 11:50 AM during Winter Quarter. LI 2250 will be the preferred location unless a computer lab is required. The January 12, 2015 meeting will offer an overview of the scoring process to subcommittee members, in preparation for a scoring session on January 26, 2015, and a computer lab will be reserved (members might choose to score from an alternate location).

Soules discussed the need to include limitations on sample size on any reports generated from the current pilot assessments. Rajan discussed possible concerns regarding bias and self-selection. Wiley reminded that the assessment project is in early stages.

5. Committee membership: vacancies and additions. CAPR will be asked to update the approved membership to include Julie Stein. A College of Science representative is needed. It was suggested that the Quarter to Semester co-directors be asked to make a recommendation. Other suggestions included the Director of the Student Center for Academic Achievement, the Director of the Peer Mentor Program, and / or a representative from Academic Advising and Career Education. Nielsen will follow up on membership recruitment and approval. Murphy would like to see the Writing Skills Subcommittee and the Cultural Groups/Women Subcommittees involved in assessment scoring. J Servatius suggested that emeriti faculty would be a valuable resource, once the pilot is complete and the sample size increases.

6. Reports
a. Six faculty have aligned seven courses with an upper division written communication outcome in Fall 2014. A collection will be available in early Winter. There will be approximately
115 assessments needed. A discussion of norming standards will be held for all assessors. Members of the GE Subcommittee and the Writing Skills Subcommittee will be invited to attend the norming discussion. Murphy reported that the GE Subcommittee will implement “closing the loop” actions this year.

b. The members were asked to review and provide feedback to the Student Learning Assessment Guide, which provides an overview of assessment at CSUEB.

c. The results of the critical thinking assessment done in 2013-14 are available on pages 38-41 of the WASC self-study. There will be additional courses to review in Winter 2014 that will be added to the evaluation of critical thinking outcomes. The GE Subcommittee will be contacted. This will be an agenda item in February.

d. Nielsen reported on the impact of co-curricular activities on critical thinking, as summarized in the report that is part of the accreditation evidence portfolio. Seventy-two students participated in various focus groups, most of them were upper division students. The members agreed that Nielsen would present this to the Student Success and Assessment Committee (SSAC), and will request a time certain on the next agenda (11:15 AM, December 10, 2015). It was suggested that the Educational Effectiveness Research Manager, Fanny Yeung, be included in development and coordination of focus group research. It is important to make ongoing collection of indirect assessment a sustainable practice.

e. The language regarding alignment of PLOs and ILOs was reviewed. It was agreed that a Google doc would be posted to allow for committee editing. Suggested changes include “faculty selects to align” and “to be completed by the relevant Senate subcommittee (General Education, Writing Skills, Institutional Learning Outcomes, etc.). The section on General Education also needs editing.

8. Adjourn M/S/P 11:30 AM.

Respectfully submitted,

Tamra Donnelly