California State University, East Bay
Committee on Academic Planning and Review
Minutes of Subcommittee on Institutional Learning Outcomes
April 3, 2017, SF 466, 2:00pm - 3:50pm

Present: Helen Christian, Sandy Luong, Sarah Nielsen, Balaraman Rajan, Aline Soules, Julie Stein, Nancy White

Absent: Martin Castillo, Patrick Huang, Caron Inouye, Jason Smith

1. Welcome and announcements
   a. Written communication rubric: CAPR on 4/6 at 2:30pm. Stein will represent ILO Subcommittee at this meeting.
   b. Others? Donna Wiley will be retiring.

2. Approval of the agenda. M/S (Soules/Rajan) to approve agenda. Corrected date on agenda. All approved.

3. Approval of minutes from 6 March 2017. M/S (Soules/White) to approve minutes. All approved.

   a. Committee reviewed 14-15 CAPR 14 to prepare for updating the long-term ILO Assessment Plan (in bold below). Future considerations in three year plan were discussed: selection of ILOs, sequence and pacing of assessment, timeline, recommendations for future committee members, and workload.
   b. Nielsen and Stein will plan a brainstorming session for the next ILO Subcommittee meeting. Donna Wiley will be invited to this meeting for consultation.

ILO Assessment Planning for Semester Conversion
Proposed Topics for ILO Subcommittee and CAPR for Spring, 2017

Update Long Term ILO Assessment Plan
- Review current ILO Assessment Plan
- Update/write long term ILO assessment plan
  - Review ILO-PLO Assessment Alignment data (Initial ILO Alignments, see figure 1)
  - Write a draft of a three year assessment plan 2018-19 through 2021-21
  - Prioritize plan with WASC core competencies (Oral Communication, Written Communication, Quantitative Reasoning, Information Literacy, Critical Thinking)
  - Consider rubrics already finished or close to being finished (Critical Thinking, Written Communication, Diversity, Information Literacy)
  - Consider assessment plan for year one versus second and third year
  - Include upper division GE in plan – with assessment timeline aligned
  - Address utilizing GE Subcommittee along with ILO Subcommittee for assessing core competencies
  - Include development and piloting of remaining of rubrics in plan
Include how ILO assessment data results will be disseminated including recommendations for additional University information to be collected (e.g. surveys, data such as WST for written communication)

Estimate resources needed for assessment including standard setting

Figure 1. Initial ILO Alignments by College

<table>
<thead>
<tr>
<th>College Name</th>
<th>Thinking &amp; Reasoning</th>
<th>Communication</th>
<th>Diversity</th>
<th>Collaboration</th>
<th>Sustainability</th>
<th>Specialized Discipline</th>
</tr>
</thead>
<tbody>
<tr>
<td>COLLEGE OF BUSINESS &amp; ECONOMICS</td>
<td>5</td>
<td>8</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>COLLEGE OF EDUCATION &amp; ALLIED STUDIES</td>
<td>66</td>
<td>66</td>
<td>54</td>
<td>60</td>
<td>49</td>
<td>6</td>
</tr>
<tr>
<td>COLLEGE OF LETTERS, ARTS &amp; SOCIAL SCIENCES</td>
<td>76</td>
<td>63</td>
<td>56</td>
<td>46</td>
<td>34</td>
<td>35</td>
</tr>
<tr>
<td>COLLEGE OF SCIENCE</td>
<td>64</td>
<td>36</td>
<td>28</td>
<td>32</td>
<td>29</td>
<td>27</td>
</tr>
<tr>
<td>Total</td>
<td>267</td>
<td>172</td>
<td>138</td>
<td>135</td>
<td>113</td>
<td>58</td>
</tr>
</tbody>
</table>

Each academic program (46 undergraduate and 40 graduate courses) will align to only two ILOs for ILO assessment. The initial request for alignment produced four-times as many ILO alignments than requested. A revised ILO-PLO Assessment alignment is being completed by mid-May. From initial alignments, we estimate that about 50% will be aligned to Thinking and Reasoning and Communication, and the other half aligned to Diversity, Collaboration, and Sustainability.

Review Workforce Requirements for Each ILO Measurement Rubric

- How many courses aligned?
- How many artifacts likely available and what percentage to review?
- How many reviewers required, and what is their source
- Compensation for reviewers outside of existing f committees

Define ILO Assessment Process/Policy

- Refer to existing policy
- Collection process through Blackboard Outcomes
- Address other policy issues that arise
- Recommend options for Colleges to Assess ILOs. Suggested from Donna Wiley: 1) all programs be required to align with Bb outcomes for the two identified ILOs, 2) delegate assessment to the programs and require reporting up, or 3) some combination of 1 and 2, e.g. give programs the choice for each of their 2 ILOs – align with Bb outcomes or be responsible for assessment to report up)

Proposed ILO Measurement Rubrics Projects for 2017-18 academic year from ILO Subcommittee

- Quantitative Reasoning, Oral Communication, and Collaboration and Teamwork

Meeting adjourned at 3:42pm.

Respectfully submitted,
Helen Christian