ILO Subcommittee Notes (DRAFT)
October 16, 2017 – 2:00 pm – 3:50 pm
SF 466

ILO Subcommittee Members Present: Martin Castillo (Co-Curricular Program), Patrick Huang (CSCI), Caron Inouye (GE), Sandy Luong (CBE), Jen Nguyen (SCAA), Sarah Nielsen (CLASS), Sharon Radcliff (LIB), Balaraman Rajan (CBE), Jason Smith (CAPR Chair), Julie Stein (Educational Effectiveness Project Manager), Nancy White (CEAS), Jodi Servatius (Emerita, Assessment Consultant)

1. Welcome and Announcements
Nielsen opened the meeting, and subcommittee members introduced themselves.

2. Approval of Agenda
Motion to approve: Smith. Second: Inouye. Motion passed unanimously.

3. Overview/Refresher of Subcommittee Responsibilities
Stein provided an overview of the subcommittee’s history, its charge, tasks to be completed, and issues to be considered in AY 2017-8. [Presentation slides can be viewed here.]

Stein solicited input throughout the presentation. The following issues came up in the committee’s discussion.

The quantitative reasoning pilot is developing in a different way than previous pilots. Unlike previous pilots, the faculty who developed the rubric will also assess the artifacts resulting from each other’s assignments. This modification was introduced because of concerns that not all assessor would have the expertise to assess quantitative reasoning. The subcommittee will also do a secondary assessment of the artifacts from the quantitative reasoning pilot, as is past practice.

The oral communication pilot also has unique characteristics compared to earlier pilots. One key difference is the use of media files as assessment artifacts.

It is important to prioritize the WASC core competencies in our long-term ILO assessment plan since our ILOs each have multiple parts. The parts that overlap with WASC core competencies will continue to use the rubric development/pilot
process in place, but those parts that don’t overlap with WASC requirements could be assessed with existing rubrics customized appropriately.

4. **Election of Chair and Secretary**
Rajan and Nielsen were re-elected co-chairs by acclamation. No nominations for secretary were forthcoming, so the committee agreed to rotate the secretary duties each meeting. Nielsen volunteered to take notes for the first meeting.

5. **Approval of minutes from May 15, 2017**
Motion: Smith. Second: Rajan Yes: 10 No: 0 Abstention: 2

6. **Overview of ILO Rubrics Development and Assessment to Date**
Stein reported that the critical thinking and written communication ILO rubrics were approved in 2016 and 2017, respectively, and are part of the rubric library in BlackBoard. The diversity ILO rubric will be up for senate approval in AY 2017-8.

Stein also reviewed the pilot ILO assessments completed to date (critical thinking, written communication, diversity) as well as pilots in process (quantitative reasoning, information literacy, oral communication).

During this report, the idea book on BlackBoard--one closing-the-loop initiative resulting from ILO assessment pilots--was discussed as was the possibility of developing of “tip sheets” to help faculty design effective assessments for use at the course and institutional level. First-year and senior videos and letters-to-self assignments were mentioned as possible ways to enhance our assessment process.

7. **ILO Assessment for AY 2017-18**
The ILO Subcommittee will assess information literacy, oral communication, and quantitative reasoning during AY 2017-8. The committee also noted the need to assess co-curricular contributions to ILO achievement since this was an area WASC identified as needing development.

8. **Excellence in Assessment Application Feedback from National Institute for Learning Outcomes Assessment (NILOA)**
The committee discussed the feedback CSUEB received from NILOA, which can be viewed [here](#). Although CSUEB did not receive an excellence in assessment designation, we were encouraged to reapply once we move beyond the pilot stage with our ILO assessment. CSUEB was also encouraged to include more internal and external stakeholders in our approach to assessment.

NILOA has provided the campus with a consultant to help us in our efforts to build a meaningful and sustainable assessment process. Inouye reported that the consultant has
recommended that CSUEB consider using one assignment to assess multiple outcomes. The consultant also suggested a three- or five-year assessment cycle in order to facilitate a more timely and effective use of results to improve student learning.

Smith pointed out that the revised annual report template from CAPR and its data-driven approach could be an important mechanism for effectively collecting and using institutional-level assessment results, especially if the campus adopts a particular focus annually (i.e., the year of written communication and information literacy).

9. Review Information Literacy Rubric
Nielsen led the committee in a review and discussion of the information literacy ILO rubric, which can be viewed here.

10. Information Literacy Standard Setting
No time remained to complete the standard setting with the information literacy rubric and student artifacts. The committee will do standard setting at the last meeting of fall quarter.

11. Meeting Planning for the Remainder of Fall 2017
The committee agreed to focus the second meeting on the oral communication ILO pilot, the third meeting on our long-term assessment plan, and the fourth on standard setting and assessment of information literacy.

12. Adjournment
Motion to adjourn: Inouye. Second: Luong. Motion passed unanimously.