



Meeting Notes – November 5, 2015 Educational Effectiveness Council

MEMBERS	Stephanie Alexander, Luz Calvo, Tamra Donnelly, Patricia Drew, Eric Fricke, Caron Inouye, Xinjian Lu, Lindsay McCrea, Jason Singley, Julie Stein, Nancy Thompson, Donna Wiley, Fanny Yeung
GUESTS	Bernie Salvador

AGENDA ITEM	
1. Introductions	
DISCUSSION	
CONCLUSIONS	
2. Faculty Development Workshops on Semester Conversion	
DISCUSSION	<p>a) There have been many workshops held during Fall 2015, unfortunately with sparse attendance. The next workshop, Tools for Transformation will be a refresher. Most programs are past this point in the development of semester programs.</p> <p>b) One of the most requested items on the workshop evaluations has been for more information on assessment of program learning outcomes. There will be a workshop on November 17 on this topic.</p> <p>Members were asked to let APGS and semester conversion committee members know in what other topics faculty would like development opportunities.</p> <p>Curriculog is close to implementation, we are waiting for the final version with requested edits. APGS is planning to attend a COS meeting on November 19 and a CLASS meeting on November 23. A training schedule will be published as soon as it is developed.</p>
CONCLUSIONS	
3. Curriculum Committee Checklist	
DISCUSSION	<p>Wiley reviewed the checklist developed in CLASS. Each college will have its own protocol for program review and approval. In CLASS the EEC members will review the assessment area of proposals. In COS the EEC members will work with assigned departments to develop assessment. Singley encouraged members to help their colleges submit paperwork as soon as possible, not wait for the May 15 deadline.</p>
CONCLUSIONS	All EEC members will be given accounts in Curriculog.
4. Blackboard Rubrics Library	
DISCUSSION	<p>Salvador showed the Blackboard page where the Rubrics Library shows up. This organization will be pushed out to all faculty home pages. Staff must request it, but it is open to the public. Salvador navigated through the rubric features in Blackboard, how to create, how to download, how to score, etc. All faculty are welcome to request support from Salvador on using rubrics in Blackboard.</p>
CONCLUSIONS	
5a. Library	
DISCUSSION	<p>Anderson reported that they have updated the information literacy courses and developed a variety of assessment plans which will be selected/adopted once the GE plan is settled.</p>
CONCLUSIONS	
5b. College of Science	
DISCUSSION	<p>Inouye and McCrea divided up the departments and are working with each to support the development of assessment plans. They will perform a pre-review before the program packages are submitted for formal review. COS has its own curriculum forms and they plan to use those, rather than the available templates. The expectation is that graduate programs might be ready to submit next week. Computer Science has done great work on detailed course syllabi.</p>

CONCLUSIONS	
5c. College of Letters, Arts, and Social Sciences	
DISCUSSION	The CLASS curriculum committee will review the first two programs, Human Development and History. Calvo and Drew
CONCLUSIONS	
5d. College of Education and Allied Studies	
DISCUSSION	CEAS representatives were at conferences off campus so unavailable.
CONCLUSIONS	
5e. College of Business and Economics	
DISCUSSION	CBE has 6 programs, 5 of which have submitted their courses and programs. The Master's degree in Economics is working to transform to a Master of Science, and that should be completed in the near future. The Curriculum Committee reviewed the proposals, including outcomes mapping, assessment plans, and concentrations. Lu would like to schedule a Curriculog overview with the committee.
CONCLUSIONS	
6. Next Meeting	
DISCUSSION	December 3, 2015 (the first Thursday of the month) SA 4350