

**Academic Assessment Committee Meeting
Meeting Minutes
December 3, 2018
Sprague Room, Student Center**

Attendance: M. Anton, C. Broadus-Garcia, S. Clapp, M. Fallon, R. Kirby, Y. Kirby, M.A. Nunn

- I. Meeting called to order at 3:15pm by C. Broadus-Garcia
- II. Announcements
 - a. C. Broadus-Garcia noted the poor attendance at meetings and poor return of scores. M. Anton suggested that members could make up their scores over Winter Break. C. Broadus-Garcia also noted that future reports, including those links to this meeting agenda (Biology and Nursing), can be scored early over the break to lessen workloads during the semester.
 - b. M. Kruy will serve on the Faculty Senate ad hoc committee on FYE.
 - c. S. Clapp finished feedback letter for Philosophy. C. Broadus-Garcia will send to the Philosophy Department chairperson.
- III. Old Business – Aqua scoring
 - a. R. Kirby demonstrated the Aqua website for online submission of assessment scores and comments. Assessment reports will be identified by program DHE designations. The website will be updated shortly.
- IV. Approval of Minutes
 - a. Tabled due to lack of quorum. To be resubmitted at the 2/4/19 AAC meeting.
- V. Review of Full Assessment Reports
 - a. Physics and Engineering Physics, BS
 - i. Discussion of Physics report
 - ii. M. Fallon will write feedback letter
 - b. STEM, MA
 - i. Discussion of STEM report
 - ii. M. Fallon will write feedback letter
- VI. New Business
 - a. General Education Rubric
 - i. C. Broadus-Garcia shared a draft of the General Education Scoring Rubric to accommodate participation in the MSC model. Discussed changes to the rubric and the challenges with GenEd Learning Objectives/Outcomes.

- ii. Discussed how to address communication gaps between individual faculty members and departmental assessment committees.
 - b. Plans for the GenEd Scoring Retreat (Jan. 17-18, 2019)
 - i. Recruitment of assessment Retreat Scorers
 - ii. One-on-one recruiting faculty participants for 2018-2019 student artifacts
 - 1. Written Communication
 - 2. Critical Thinking
 - 3. Quantitative Reasoning
 - 4. Information Literacy
 - 5. Civic Engagement
- VII. Next meeting – February 4, 2019
 - a. Reports to be reviewed – Due Monday February 4, 2018 at 8:00 am.
 - i. BSN – Nursing
 - ii. BS – Biology

Respectfully submitted,
M. Fallon