

INSTRUCTIONAL ASSESSMENT COMMITTEE MEETING

March 9, 2012

8:00am LIB 103

Present: Colleen Allwine, Tim Allwine, Brad Benjamin, Jim Dillinger, Brendan Glaser, Catie Graham, Wendy Hall, Armando Herbelin, Kanna Hudson, Klint Hull, Joyce Niemi (recorder), Gina Osborn, Adam Wolfer, Sue Yarbrough

❖ Curriculum Review

- Topics discussed included:
 - What is current process
 - What is difference between Program Review and Curriculum Review
 - Program Review – measuring outcomes of program (degree/certificate)
 - Curriculum Review – broader, by discipline
 - What is role of Committee in process
 - Set up schedule
 - If possible, make program review & curriculum review one process. The entire Committee agreed that combining two reviews would be a good idea.
 - Review should include a careful review of ICRC regulations and any other pertinent regulations.
 - View role of committee as a form of peer review
 - Liaison – help faculty with reviews as needed and requested
 - Add some clarity and coaching to process
 - Instill a feeling with faculty that it is ok to ask for help
 - Brainstorming ideas & Question included:
 - Committee would like list of what is expected
 - Clarification of the Dean's role in process needed
 - Who should read reviews first/Dean or Committee
 - Reviews are ongoing/faculty are continually reviewing their programs for needed changes, etc.
 - Can the work of the committee be streamlined
 - Gen Ed work
 - Assessment
 - Peer Reviews
 - Reviews should be a dynamic/meaningful process
 - Where do we need assessment/what level and how do all levels relate

- This is a year of remodeling with a new committee and a new process
- Important not to lose momentum
- Ideas on the Review Process
 - Office of Instruction initiates process
 - Members of Committee hold a coaching session either with individual faculty or a group who are all starting review process at same time.
 - Have best practices to share
 - Offer timely feedback
 - Have examples online
 - Develop online tools such as through google.docs that faculty could add information to on an ongoing basis and download for review
- Colleen and Armando will get together and better define a process and bring to next meeting

❖ Report from Instructional Council

Vote re: Global Skills

- Colleen reported that Instructional Council had voted unanimously in favor of approving the Global Skills Outcomes.
- Colleen also reported that Instructional Council agreed that the Global Values list needs to be better defined and addressed differently than the Global Skills list. Instructional Council decided that department chairs should take the issue back to their department members for discussion and input. The topic will be discussed further at the April Instructional Council meeting.
- It was noted that after the Instructional Council discussed the concerns with the difficulty of gathering enough artifacts for the Summer Institute each year. Some ideas discussed were:
 - Requiring each faculty member to provide one artifact per year.
 - Require each department to provide one artifact per year rather than each individual faculty member.
 - The question was brought up on whether or not adjunct faculty should be included.
- IC members agreed that they would support a recommendation for a reasonable requirement and requested that the Instructional Assessment Committee make a recommendation to Instructional Council at the April meeting.

- After some discussion, the Committee agreed to discuss further and determine a recommendation at the March 22 meeting.

- ❖ Review faculty recommendations re: Critical Thinking rubric
 - A short discussion was held. It was decided to work with Joan Herman to schedule several Faculty Forums on the topic in an attempt to gather more faculty input.

The next meeting is scheduled for March 22, 2012.