



Instructional Assessment Committee

Minutes

April 13, 2017

Attending: Holly McShane, Melinda Harbaugh, Lucas Myers, Amber Lemiere, Tim Allwine, Jim Franz, Brad Benjamin, Wendy Hall

Artifact collection:

- Brad will continue to send reminders out to faculty - at mid-term, week 10 and finals week.

Assessment Day recap:

- Some departments could have used more time.
- Instructional Council has been discussing providing an additional 1-2 contract days to orient new faculty. If they received orientation to the process before the actual assessment day, they could be up to speed and working with the rest of the faculty at that point. It's a challenge to walk in without any prior exposure.
- Would be useful to breakout into different sessions, perhaps high, medium and low. Consider having people pre-register for which session they will attend.
- Also consider holding an orientation for new faculty for an hour before the fall session starts. Perhaps we should start new faculty with outcomes (B).
- For fall assessment day, split the morning into summer institute (Communication) and then breakout sessions. Suggested sessions:
 - Writing Outcomes in Canvas
 - Organizing and Managing Your Assessment Documents
 - How to Write Measurable Learning Outcomes
 - How to Measure Learning Outcomes
 - Labor Market Data for Prof/Tech Programs

(Need to identify an individual to lead each of the sessions).

Summer Assessment Institute:

- To date, 12 people have applied for the institute. However, they are not all available at the same time, so we are in need of more people. Wendy will send out at least two more reminders before the priority deadline.