

Gustavus Adolphus College
College Assessment Committee Meeting Minutes

13 May 2014

Members Present: Mark J. Braun, JoNes VanHecke, Carolyn Dobler, Kari Eckheart, Brenda Kelly, Kathy Lund Dean, David Menk, Doug Minter, Paula O'Loughlin, Charlie Potts, Jeff Stocco, Matthew Timmons

Guest: Dan Moos

1. Meeting called to order, agenda approved.
2. The 8 April 2014 minutes were reviewed and approved as distributed
3. Unfinished Business (none)
4. New Business

Updated charter

- Minor edits noted to add programs' assessment; new language will be "units" in lieu of departments and/or programs
- Changes to action language about planning and communicating
- Braun and VanHecke now co-chairing; Provost office is no longer just a guest

Cycle and timelines for assessment instruments

- Consider certain instruments and ways of assessing
- Combining self-report and work-based evaluation
- December 2015 is HLC assessment deadline for programmatic feedback
- O'Loughlin talked about initiative that matched courses to ISLOs and where it might be an opportunity to assess
- Menk shared where on the Institutional Research page the College's assessment instruments and descriptions reside: <https://gustavus.edu/instresearch/data/>
- Discussion about what instruments are already being used and how can we leverage what is already being assessed; gaps will be assessed
- Menk will email a grid he has used before that maps questions to ISLOs as well as the survey PDFs so we can use it to evaluate which aspects of current instruments are usable for ISLOs
- Deadline for this activity is mid-August 2014 for integration in September's meeting

Interactions between this committee and the faculty committee on student learning

- Braun read through the functions of the College Assessment Committee and the CASL (formerly PADC) to begin conversation about how College Assessment Committee and the CASL can support each other
- The College Assessment Committee is the high-level institutional view while CASL is more faculty-owned and "boots on the ground"
- Working together may be facilitated by sharing minutes and sharing 2 members (Paula O'Loughlin and Dan Moos)

Planning for 2014-15 committee work

- See above plans for work assignments and timelines

Respectfully submitted,
Kathy Lund Dean