

Gustavus Adolphus College
College Assessment Committee (ISLO)
26 September 2014, 10:30-11:30 a.m., Board Room

Meeting Minutes

Members Present: Mark Braun, JoNes VanHecke, Kari Eckheart, Brenda Kelly, Barbara Larson Taylor, Kathy Lund Dean, David Menk, Doug Minter, Daniel Moos, Paula O'Loughlin, Matthew Timmons

Members Absent: Charlie Potts

Call to Order

A regular meeting of the College Assessment Committee was convened at 10:30 a.m.

Approval of the Agenda

The agenda was approved as distributed.

Approval of Minutes

The 13 May 2014 meeting minutes were approved as distributed.

Unfinished Business

Assessment matrix discussion. The Committee discussed the assessment matrix distributed by David Menk. Menk provided a brief overview of several instruments:

- The CRA Center for Evaluating the Research Pipeline (CERP) provides a basically “precollege” baseline.
- Your First College Year (YFCY) survey is done after the college effect has begun.
- Senior Survey is done during at the end of college.
- National Survey of Student Engagement (NSSE) provides student engagement and offers comparative data. All are self-reports.

The Committee discussed Kathy Lund Dean’s review of some of the questions on CERP and YFCY. The group then considered the process for the selection of wellbeing instruments, the consensus being that movement forward on this task must include conversations with the Director of Wellbeing, Megan Krause.

The group moved on to a discussion of student survey fatigue. Some expressed concern over separate instruments for all seven outcomes, and others noted that the plan to spread out assessment over time should ameliorate any potential fatigue.

Finally, the Committee agreed to look at all the instruments in the assessment matrix in advance of the next meeting in order to converse about them reasonably.

New Business

Update from the ISLO subcommittee. JoNes VanHecke provided an update on the ISLO Subcommittee's charge. The subcommittee is tasked with making the first cut of instruments for each ISLO and presenting options with strengths and weaknesses to entire College Assessment Committee. A foundational premise is to use existing instruments whenever possible. Other constraints are survey fatigue, the cost of instruments, and the human costs of qualitative work. The subcommittee started with intercultural understanding and ethical reflection for this week, and shared information regarding the following instruments:

- *Intercultural Understanding.*
 - Miville-Guzman Universality-Diversity Scale (M-GUD-S): includes domestic diversity, short and sweet, operational definitions at the beginning.
 - Global Perspective Inventory (GPI): built for international, self-anchors respondents in social identity, and provides institutional comparability (since you own your own data).
 - Intercultural Knowledge and Competence VALUE Rubric: we considered but in this case felt we don't need to use since there are survey instruments so we really do not have to use rubrics for this.
- *Ethical Reflection.*
 - Reflective Judgment Interview (RJI): really time intensive.
 - Defining Issues Test Second Edition (DIT2): online ethical dilemmas, high correlation with political opinions.

For the next meeting Committee member's assignment was to review the options outlined for the intercultural understanding and ethical reflection ISLOs and choose one for each. Menk noted that the Committee should not look at FSSE or HERI since they are for faculty. Menk indicated that he will send a links to the surveys on the IR website.

Update on the VALUE project. Dan Moos provided a brief overview of the VALUE project. Paula O'Loughlin indicated that she would send copies of the VALUE rubrics to the committee and Mark Braun also offered to send out his Board of Trustees presentation.

Adjournment

The meeting was adjourned at 11:30 a.m.

The next College Assessment Committee meeting will be convened on
24 October 2014 at 10:30-11:30 a.m. in the Board Room.

Respectfully Submitted,
Paula O'Loughlin

Gustavus Adolphus College
College Assessment Committee (ISLO)
October 24, 2014, 10:30 a.m., Board Room

Meeting Minutes

Members Present: Mark Braun, JoNes VanHecke, Kari Eckheart, Brenda Kelly, Barbara Larson Taylor, Kathy Lund Dean, David Menk, Doug Minter, Daniel Moos, Paula O'Loughlin, Charlie Potts, Matthew Timmons

Members Absent: David Menk, Doug Minter, Barbara Larson Taylor, Kathy Lund Dean

Call to Order

A regular meeting of the College Assessment Committee was convened at 10:33 a.m.

Approval of the Agenda

Mark Braun moved to approve agenda as distributed, Brenda Kelly seconded. The agenda was unanimously approved.

Approval of Minutes

Brenda Kelly moved to approve minutes, seconded by Charlie Potts. The September 26, 2014, meeting minutes were unanimously approved.

Unfinished Business

Assessment matrix examination (IR crosswalk)

David Menk not in attendance to discuss this agenda item.

Intercultural Understanding & Ethical Reflection ISLO survey instrument discussion

The group discussed types of instruments for intercultural understanding. Paul O'Loughlin asked whether we are seeking an instrument that is aimed at international or domestic students.

The group discussed

MGUDS

GPI is grounded in self-authorship theory, Braun & O'Loughlin agreed that GPI was a stronger survey

Moos suggested giving students instruments as a trial to get feedback

Timmons suggests MGUDS

The group decided that we are committed to using GPI for intercultural

The group discussed the DIT2 as an instrument for ethical reflection. Braun moved that we adopt, O'Loughlin seconded that we adopt DIT2.

New Business

Update from ISLO subcommittee

VanHecke shared a report from the subcommittee. Group was given Socially Responsible Leadership Scale (SRLS) Instrument. The only piece missing from the SRLS is information about "peace." Subcommittee looked at MSL but was not able to obtain a copy of the instrument (the creators of the survey were not willing to share it). The subcommittee also discussed pulling out NSSE questions but did not feel it was as comprehensive as the SRLS.

VanHecke shared Critical Thinking Value Rubrics for assessing cognitive practice. Please review for our November meeting. The subcommittee talked about e-portfolios and AAC&U rubrics and determined rubrics were more feasible and would allow for greater buy-in.

VanHecke shared the Multi-Dimensional Wellness Inventory (MDWI) and Ryff's Psychological Well-Being Scale ("the Ryff"). The MDWI measures 9 dimensions of wellbeing – not all language lines up, but very close. The concern with the MDWI is that it has not yet been validated, though the creators hope that it will be by January 2015. The MDWI has been shared by our Wellbeing Center (Meghan Krause, the National Advisory Board, etc.). The Ryff measures psychological wellbeing and is not as broad as the MDWI, but gets at big-picture concepts of wellbeing. The Ryff is normed on college students, is validated and is reliable.

For the November meeting, please review the documents distributed by VanHecke for discussion regarding assessment of leadership, cognitive practice and wellbeing.

Good of the Order

ISLOs on syllabus template

O'Loughlin asked the group their thoughts on putting ISLOs onto course syllabus templates. Timmons spoke about the value of including ISLOs in FTS course discussions and syllabi to create a foundation, but perhaps less valuable beyond FTS courses. Moos and VanHecke spoke to the advantage of the transparency this could enable – faculty could incorporate ISLOs into aspects of course planning and students would have an understanding of the ISLOs and which would be points of focus in that particular class.

Adjournment

The meeting was adjourned at 11:15 a.m.

The next meeting will be convened on **November 14, 2014, at 10:30 a.m. in the Board Room.**

Respectfully Submitted,
Charlie Potts

Gustavus Adolphus College
College Assessment Committee (ISLO)
11/14/14, 10:30 – 11:30 am, Board (JCC 201)

Meeting Minutes

Members Present: Mark Braun, Barb Larson Taylor, JoNes VanHecke, Kari Eckheart, Brenda Kelly, Kathy Lund Dean, Doug Minter, Daniel Moos, Paula O'Loughlin, Matthew Timmons

Members Absent: David Menk, Charlie Potts

Call to Order

A regular meeting of the College Assessment Committee was convened at 10:30 am.

Approval of the Agenda

1. The agenda was approved as distributed

Approval of Minutes

- Four names were stricken from the Present Member List
- The minutes were approved as corrected

Unfinished Business

1. Discussion on Leadership Instrument
 - a. Subcommittee reminded the committee of its recommendation (SRLS) and opened to a discussion
 - b. Question about the MSL and sharing rights. Responses included:
 - i. MSL copyright and the committee cannot access a free copy to review the instrument
 - c. Question was raised about using existing measures as opposed to introducing a new measure (e.g., SRLS) and the concern about adding an additional four self-report instruments. Responses included:
 - i. The possibility of staggering the administration of instruments
 - ii. "Official" instruments may be less connected with student fatigue
 - iii. SRLS potentially provides a more comprehensive measure of leadership
 - iv. Importance of intentionally sampling due to the use of increased instruments
 - v. Committee moved to accept SRLS as our initial tool to measure ISLO that relates to Leadership; motion was seconded; motion carried.
2. Discussion on Wellbeing
 - a. Discussion on MDWI for well-being. Comments and questions included:
 - i. Broader than Ryff, but questions regarding its lack of validation (which should be validated by the Spring of 2015) were raised. The committee's continued use of the instrument is contingent on its validation, with the Ryff being a second choice.
 - ii. The committee expressed confidence that the MDWI will be validated.
 - iii. Committee moved to accept MDWI as our initial tool to measure ISLO that relates to Wellbeing contingent on validation; motion was seconded; motion carried.

3. Discussion on Cognitive Practice
 - a. The subcommittee reminded the committee of its recommendation to use the AAC&U rubrics (Critical Thinking, Problem Solving, and Creative Thinking).
 - b. Clarification was provided on the process of using the AAC&U rubrics and the concern about the validity of survey/self-report for Cognitive Practice
 - c. Feedback was requested and a suggestion was provided for an "Assessment Day"
 - d. Committee moved to accept the AAC&U Critical Thinking, Problem Solving, and Creative Thinking rubrics as our initial tool to measure ISLO that relates to Cognitive Practice; motion was seconded; motion carried.
4. Discussion on Intellectual Capacity
 - a. The subcommittee recommended the AAC&U rubrics (Written Communication, Oral Communication, Quantitative Literacy, Creative Expression) and asked the committee to consider these for the next meeting.
5. Proposals for Integration of Learning
 - a. Subcommittee noted its review process and the lack of tools to measure integration of learning.
 - b. The subcommittee recommended that students submit a written document based on a pre-determined prompt that is evaluated by faculty using an in-house developed rubric.
 - c. Question was raised about its implementation and the importance of capturing an adequate sampling.
 - d. A broader concern was raised regarding faculty fatigue and the amount of extracurricular work that is being asked of faculty. The importance of carefully considering the implementation of potential instruments within the context of this concern was discussed.

New Business

1. Update from the ISLO subcommittee and discussion of adding an extra meeting before the end of the semester
 - a. The subcommittee discussed its work on a sacrificial draft for the ISLO assessment plan and asked if the committee would need an additional meeting to discuss this draft.
 - b. The committee decided that adding another meeting to the calendar was not necessary.

Adjournment

The meeting was adjourned at 11:40 a.m.

The next meeting will be convened on **December 5, 2014, at 10:30 am in Linner Lounge.**

Respectfully Submitted,
Dan Moos

**Gustavus Adolphus College
College Assessment Committee (ISLO)
5 December 2014, 10:30 a.m., Linner Lounge**

Meeting Minutes

Members Present: Kari Eckheart, Brenda Kelly, Barb Larson Taylor, Kathy Lund Dean, David Menk, Dan Moos, Paula O'Loughlin

Members Absent: Mark Braun, JoNes VanHecke, Doug Minter, Matthew Timmons, Charlie Potts

Call to Order

A regular meeting of the College Assessment Committee was convened at 10:30 a.m.

Approval of the Agenda

The agenda was approved as distributed.

Approval of Minutes

The 14 November 2014 meeting minutes were approved as distributed.

Unfinished Business

None

New Business

1. Intellectual Capacities

Approved Intellectual Capacities ISLO assessment using the AAC&U rubrics for Written Communication, Oral Communication, Quantitative Literacy, and Creative Thinking Creative Thinking. Value rubric from AAC&U is not the perfect tool, yet the group acknowledges this is the best tool available.

2. Integration of Learning

Approved Integration of Learning ISLO assessment using a method that needs to be created at Gustavus for students to submit a written document based on a pre-approved prompt that will be evaluated by faculty using an in-house developed rubric.

There is more work needed to further develop this assessment tool which is why it was selected to be implemented last.

3. ISLO Implementation Timeline

Approved the draft of ISLO timeline

Agreed that Intercultural Understanding and Ethical Reflection ISLOs are a good place to start, especially since the survey can be analyzed off campus

Four phases: Design, Pilot, Administer, Analyze

Publically will call the last step "analyze and consider"

The Assessment Plan calls for:

Improvement in the learning outcomes relating to Intercultural, Ethical, Leadership and Wellbeing from first-year students to seniors

And

Mastery of learning outcomes relating to Integration of learning, Intellectual capacity and Cognitive practices.

Further discussion will be needed to determine how to define “Improvement” and “Mastery” in this context.

HLC will want to see that our assessment process involves collection of data as well as utilizing the results to impact changes when needed. This will be expected by the HLC by the end of 2015.

Communication Strategies

What is the understanding/culture around the need for assessment among the faculty?

Faculty should be aware that assessment is important due to HLC and current assessment activities happening.

Faculty may question the timeline and details, not the overall need for assessing ISLO.

Communication strategies for ISLO assessment plan

Share with PALS – these people could be asked to serve as a diplomat for ISLO assessment plan

Share with CASL - Make more detailed plan for sharing broadly

4. Discussion of joint meeting with the Committee for the Assessment of Student Learning

The goal is for the work of the Assessment Committee to be connected to the faculty governance structure.

Invite CASL members to consider how to integrate the work of the ISLO assessment implementation across the campus. The group believes that more faculty will need to get involved for the assessment implementation to be successful.

Good of the Order

Meeting schedule and assignments for taking meeting minutes:

- 30 January 2015: Brenda Kelly
- 27 February 2015: Doug Minter
- 20 March 2015: David Menk
- 10 April 2015: Kari Eckheart
- 15 May 2015: Mark Braun

Adjournment

The meeting was adjourned at 11:30 a.m.

The next meeting with CASL will be convened on **17 December 2014 at 8:30-9:30 a.m. in Linner Lounge.**

The next College Assessment Committee meeting will be convened on **30 January 2015 at 10:30-11:30 a.m. in the Board Room.**

Respectfully Submitted,
Barb Larson Taylor

Gustavus Adolphus College

Joint meeting of the College Assessment Committee (ISLO) and the Committee for the Assessment of Student Learning (CASL)

17 December 2014, 8:30-9:30 a.m., Linner Lounge

Meeting Minutes

College Assessment Committee Members Present: Mark Braun, Kari Eckheart, Barbara Larson Taylor, Kathy Lund Dean (via Skype), David Menk, Doug Minter, Daniel Moos, Paula O'Loughlin, Charlie Potts.

Absent: JoNes VanHecke, Brenda Kelly, Matthew Timmons.

Committee for the Assessment of Student Learning Members Present: Sarah Ruble, Kyle Momsen, Phil Voight, Valerie Walker, Paula O'Loughlin, Dan Moos, David Menk. **Absent:** Heidi Meyer, Paige Miller, Annika Olson.

Call to Order

A regular or special meeting of the College Assessment Committee was convened at 8:30 a.m.

Approval of the Agenda

The agenda was approved as distributed.

Business

- A brief update from the College Assessment Committee regarding selected measures and a draft timeline
- Committee conversation guided around two core questions:
 1. The College Assessment Committee believes there will need to be greater faculty involvement (“champions”) to carry the more academic ISLOs (specifically identified in earlier conversation with the Faculty Senate were Integration of Learning, Intellectual Capacity, and Cognitive Practice) through the design/pilot/administer/analyze phases. This is especially true for these ISLOs because they will be assessed through evaluation of student work, however greater faculty involvement/ownership in the next phases will be useful for the other ISLOs as well. Does CASL agree or not?
 - a. There was discussion about faculty involvement being more successful when we demonstrate the value of assessment to improving student learning.
 - b. Recognition that there will a small number of faculty who are very engaged in ISLO assessment, a small number who will be unconvinced and unengaged, and the necessity of reaching the large number in the middle of the curve.
 - c. It was noted that the proposed timeline would call for the more faculty-centered measures to be done with some AAC&U Value Rubrics, but not until 2016-17, so there is time to work to build understanding and support.

- d. Healthy to keep reminding faculty that while ISLO assessment does add another layer of activity, it also brings more of the campus community to the table to talk about student learning.
- 2. If CASL agrees, how do we identify and engage those champions and what is the structure to make this happen? Is this part of what CASL members should be doing? Do we just add more faculty to the College Assessment Committee? What other ways, if any, do CASL members see as viable to engage faculty leadership in ISLO assessment and implementation?
 - a. It was suggested that there be structured faculty discussions about what we are learning from the assessment.
 - b. Perhaps asking the PALs to serve as liaisons for this project.
 - c. Structuring a faculty development day (similar to that used for sharing Teagle assessment data) so that we can share the first round of data from the GPI instrument planned for the assessment of Intercultural Understanding.
- Discuss a joint process for forwarding plans to the faculty.
 - a. At its 9 January 2015 meeting CASL will take time to discuss ways to use assessment reports that will identify questions and people in the three ISLO areas identified as most closely tied to classroom learning across the curriculum (Integration of Learning, Intellectual Capacity, and Cognitive Practice)
 - b. CASL will also try to impress upon the Curriculum Committee and faculty members of the Internal Budget Committee the need for data-driven decisions, and the intentional use of data for the allocation of resources and making alterations to the curriculum.
 - c. The desire for a feedback mechanism about the particular instruments being employed.

Adjournment

The meeting was adjourned at 9:30 a.m.

Respectfully Submitted,
Mark J. Braun

Gustavus Adolphus College
College Assessment Committee (ISLO)
assessment-com@gustavus.edu
27 February 2015, 10:30-11:30 a.m., 49er Room

Meeting Minutes

Members Present: Mark Braun, Kari Eckheart, Dan Moos, David Menk, Brenda Kelly, Paula O'Loughlin, Doug Minter, Matthew Timmons

Meeting Called to Order, Agenda Approved

Approval of Minutes

Previous minutes approved as presented.

Unfinished Business

1. Debrief from joint meeting with CASL
 - a. CASL supports ISLO ideas, but approval should be sought from entire faculty
2. Increasing faculty ownership and involvement
 - a. Faculty working groups are being formed

New Business

1. Sampling (or not) for Global Perspectives Index
 - a. 1000 surveys of GPI inventory will cost \$1050; 1100 surveys will cost \$1400
 - b. Discussion consensus was to inventory all first year and senior students
 - c. Discussion then centered on how to incent students to fill out the inventory
 - i. Two-\$200 drawings for a senior and a first year student
 - d. Tasks needed
 - i. Compose email to advisor—Provost Office
 - ii. Compose email to student—Dean of Student Office
 - iii. David Menk will look into pricing, codes, how send out, etc.
 - iv. Develop a marketing campaign to enhance participation
 - v. Suggest that emails come from President Bergmann
2. Organizational structure options for the design phase
 - a. Will be focus of March meeting

Good of the Order

- Chair of CASL has been invited to attend our meetings

Meeting Adjourned at 11:12

Submitted by Doug Minter

Gustavus Adolphus College
College Assessment Committee (ISLO)
assessment-com@gustavus.edu
20 March 2015, 10:30-11:30 a.m., Board Room

Meeting Minutes

Members Present: Mark Braun, JoNes VanHecke, Kari Eckheart, Barb Larson Taylor, Dan Moos, David Menk, Brenda Kelly, Paula O'Loughlin, Doug Minter, Matthew Timmons

Absent: Charlie Potts, Kathy Lund Dean, Doug Minter

Meeting Called to Order, Agenda Approved

Approval of Minutes

Previous minutes approved as presented.

Unfinished Business

- a. None

New Business

1. Overview of ISLO working group membership and openings
2. Spring ISLO Group (Intercultural Understanding)
 - a. GPI (Background)
 - b. Seniors to be surveyed Spring 2015
 - i. Invitation to participate (and reminders) coming from President
 - ii. Results will be available mid-June
 - iii. Sub-committee to discuss results and plan on how to disseminate to faculty in mid-August
 - c. First-year students to be surveyed Fall 2015 before orientation (via web)
3. Previewed 2015/2016
 - a. DIT-2 working group to figure out the logistics
 - b. Cognitive will pilot in the Spring
 - c. Write-up for HLC Review
4. April meeting canceled, next meeting May 15, 2015, at 10:30 a.m. in the Board Room

Meeting Adjourned at 11:30

Submitted by Dave Menk

Gustavus Adolphus College
College Assessment Committee (ISLO)
assessment-com@gustavus.edu
15 May 2015, 10:30-11:30 a.m., Board Room

Meeting Minutes

Members Present: Mark Braun, JoNes VanHecke, Kari Eckheart, Barb Larson Taylor, Dan Moos, David Menk, Brenda Kelly, Paula O'Loughlin, Kathy Lund Dean, Matthew Timmons

Absent: Charlie Potts, Doug Minter, Barb Larson Taylor, Matthew Timmons

Meeting Called to Order, Agenda Approved

Approval of Minutes

Previous minutes approved as presented.

Unfinished Business

- a. None

New Business

1. Overview of GPI data collection from first-year students
 - a. Students will complete before Orientation
 - b. Email invite from President Bergman
 - c. Survey will be completed online.
2. Timeline\opportunities for using GPI data was discussed.
 - a. Faculty Development Day
 - b. Sharing with the College community
 - c. Storage/access/availability of data
3. HLC Assessment Report to be reviewed by Committee Fall of 2015
4. Suggestions for Academic Year 2015-16 meetings were discussed.

Meeting Adjourned at 11:30

Submitted by Dave Menk