

**Gustavus Adolphus College**  
**Institutional Student Learning Outcome (ISLO) Assessment Committee**  
[islo-com@gustavus.edu](mailto:islo-com@gustavus.edu)  
**12 September 2016, 1:30-2:30p.m., LCR**

## **Meeting Minutes**

Members Present: Brenda Kelly, JoNes VanHecke, Dan Moos, Charlie Potts, David Menk, Marta Podemska-Mikluch, Patricia Reeder, Eric Dugdale, Julie Bartley

Members Absent: Kari Eckheart, Lili Rothschild

### **Call to Order**

A regular meeting of the College Assessment Committee was convened at 1:30 p.m.

### **Approval of the Agenda**

The agenda was approved as distributed.

### **Approval of Minutes**

The 13 May 2016 ISLO Assessment Committee meeting minutes were approved as distributed.

### **Unfinished Business**

1. The committee charter and membership were reviewed. After discussion, the committee decided to add back a student representative onto the committee, and to issue an open call for nominations via Employee-L to fill the 2 staff/administrator positions. CASL representation on the ISLO Committee was discussed, and the consensus was that the Chair of CASL (or designee) should have an *ex officio* position on the committee. The motion to adopt this committee structure, made by JoNes VanHecke and seconded by Dan Moos, passed unanimously. The committee membership and current occupants are listed below:

### **Membership:**

- Provost (or designee) (*Co-Chair*): Eric Dugdale
- Vice President for Student Life and Dean of Students (or designee) (*Co-Chair*): JoNes VanHecke
- Director of Institutional Research (*Ex Officio*): David Menk
- College Assessment Director (*Ex Officio*): Dan Moos
- Chair of the Committee for the Assessment of Student Learning (or designee) (*Ex Officio*): CASL chair still to be elected
- 2 faculty: Patricia Reeder (2016-18), Marta Podemska-Mikluch (2016-18)
- 2 staff/administrators: still to be appointed
- 1 student: Lili Rothschild '17

2. Review and update working group membership list
  - Working groups for Ethical Reflection and Intercultural Understanding, formed in 2015-16, will need to be reconvened this year, with some replacements. Eric Dugdale will ascertain who is willing to continue in these working groups, and solicit further nominations.
3. Validation of the wellbeing instrument (update from JoNes VanHecke)
  - MDWI is the instrument used
  - Validation has slowed down and is uncertain at this time
  - Julie Bartley to check on validation
4. Committee for the Assessment of Student Learning
  - Charge for CASL is to identify/create an assessment process for the Cognitive Practice and Intercultural Understanding ISLOs that will work
  - Julie/Dan to report to CASL to identify next steps
5. ISLO Working Groups
  - Leadership: Evaluation tool, SRLS, has been validated. Eric will solicit nominations for the Leadership working group via Employee-L
  - Ethical Reflection: DIT-2 evaluation tool has been used to collect data and will analyze once senior data is available in late September. Eric will solicit volunteers on Employee-L. Institutional Research will create a document for general publication later in year.

### **Adjournment**

The meeting adjourned at 2:30 p.m.

Respectfully submitted,  
Doug Minter

**Gustavus Adolphus College**

**Institutional Student Learning Outcome (ISLO) Assessment Committee**

[islo-com@gustavus.edu](mailto:islo-com@gustavus.edu)

**12 October 2016, 11:30a.m.-12:30 p.m., Library 201**

## **Meeting Minutes**

Members Present: JoNes VanHecke, Eric Dugdale, Justin Kader, Janine Knutson, David Menk, Daniel Moos, Patricia Reeder, Lili Rothschild

Members Absent: Marta Podemska-Mikluch

### **Call to Order**

A regular meeting of the ISLO Assessment Committee was convened at 11:30 p.m.

### **Unfinished Business**

1. A rotation for taking minutes was established as follows.

- October 12, 2016: Eric Dugdale
- November 16, 2016: Justin Kader
- December 14, 2016: Janine Knutson
- January 9, 2017: JoNes VanHecke
- February 13, 2017: David Menk
- March 20, 2017: Patty Reeder
- April 10, 2017: Marta Podemska-Mikluch
- May 8, 2017: Dan Moos

Minute takers are asked to send the minutes to committee co-chairs JoNes VanHecke and Eric Dugdale; they will then send them out to the committee ahead of the following meeting along with the agenda.

### **New Business**

1. Welcome new members, review committee charter

2. Committee representatives were appointed for each of the following working groups.

Leadership: \*Marta Podemska-Mikluch, Lili Rothschild

Wellbeing: \*Eric Dugdale, Justin Kader

Ethical Reflection: \*Janine Knutson, David Menk

Intercultural Understanding: JoNes VanHecke

The committee representatives will convene and lead the working groups and report to the committee. The member listed first and with name underlined will be responsible for convening the group.

### 3. Implementation of Leadership ISLO assessment:

The Leadership ISLO will be assessed this academic year using the Socially Responsible Leadership (SRLS) instrument. The committee discussed the timing of the administration of the SRLS assessment and decided that it should be administered in spring 2017 to both first years and seniors. This timeframe allows the Leadership working group, once convened, to make decisions in consultation with David Menk about whom it will be administered to and when, and what additional demographic data should be captured (to separate out e.g. athletes, specific majors or other sub-groups), following last year's practice in the administration of the GPI and DIT-2 instruments.

### 4. Implementation of Wellbeing ISLO assessment:

The Wellbeing ISLO will be assessed using the Multi-Dimensional Wellness Inventory (MDWI): scheduled for administration in AY 2017-2018. JoNes noted that the MDWI instrument is now validated. Eric noted that there has been prior use of the MDWI instrument at Gustavus through the Wellbeing Initiative (now defunct), and suggested that the Wellbeing working group should seek to retrieve that data and examine it with a view to analyzing what kind of evidence the instrument may be able to provide and what other forms of assessment might be used as a complement.

### 5. Update on DIT-2 data and analysis (Ethical Reflection ISLO):

David Menk reported that results for seniors came in the previous week and that analysis of these results will be able to happen fairly soon. Janine Knutson and David Menk to coordinate analysis and reporting of results.

### 6. GPI data (see executive summary) on Intercultural Understanding and post-administration reflection

JoNes VanHecke indicated that she will be reconvening the working group to advance additional dissemination of data among faculty. Eric Dugdale distributed the Protocol for ISLO Results Dissemination handout from the January 2016 ISLO Assessment committee meeting. He recommended that the committee review the protocol and revise it as necessary, and that the Intercultural Understanding working group identify which of the listed forms of dissemination have already been completed and which still remain to be done.

### 7. Update from the Committee for the Assessment of Student Learning (CASL).

Patty Reeder reported that CASL's priorities were following up on the committee's recommendations from last year and rethinking the make-up of CASL itself, especially in order to ensure representation from across the campus. This year's committee comprises three people from the fine arts, one from social science, and one from natural science. Last year CASL made the recommendation that this year would be an ideal time to revise the Cognitive Practice and Intellectual Capacities ISLOs, and recommended that these should be rewritten as a series of smaller, more focused ISLOs to add clarity and allow us to simplify our assessment strategy. JoNes responded that this seemed like a great strategy. Dan Moos agreed that Program Assessment Liaisons (PALs) would be a natural avenue to get broader representation and reported that many departments are already incorporating and assessing SLOs that correspond to Cognitive Practice or Intellectual Capacities even if they go by different names.

Dan noted that his past interactions with PASs have provided sufficient autonomy and flexibility to suit disciplinary differences, and so offered a caveat about limiting the standardized components to ensure that departments are assessing what interests them. He also indicated that consulting PALs would be a useful way to involve them in closing the feedback loop. Patty indicated that if in the long-term CASL is to remain a standing faculty committee, then divisional representation would be important; whereas if CASL is just the working group for Cognitive Practice and Intellectual Practice, then its current composition can continue and it will make decisions through consultation of relevant resources.

#### 8. Report from Dan Moos about other assessment initiatives:

We continue to collaborate with AAC&U. They have provided us with funds to support their validation and reliability checks of rubrics they have developed. Approximately 30 faculty have agreed to submit student work related to Civic Engagement, Ethical Reasoning, or Intercultural Understanding. The 10 faculty who are involved in the Intercultural Understanding assessment might be a good set of faculty for the Intercultural Understanding working group to reach out to.

We are assessing all academic areas of the LAP general education curriculum over the course of the academic year. Faculty are assessing student performance on one SLO and updating the data via a Google Form. That information is communicated to the Curriculum Committee.

The PALs reporting of department and program assessment has been modified slightly to separate the discussion from the analysis and methods. PALs will submit a very brief plan of assessment first, then submit a report of the department discussion related to their assessment afterwards, including any curricular changes made.

#### 9. Report from Eric Dugdale about January IEX student learning outcomes

A working group is developing draft SLOs for January IEX courses related to experiential learning along with suggested ways of assessing those outcomes. The plan is to bring these learning outcomes to CASL for consideration and feedback and also pilot them in January. Study away and career exploration will be separated out from on-campus courses as having separate learning outcomes particular to them.

#### 10. Protocol for ISLO Results Dissemination

The committee reviewed the draft document developed in January 2016. JoNes noted that last year the Intercultural Understanding working group had a hard time getting onto the agenda at a faculty meeting. Eric Dugdale agreed to work with the Faculty Senate to institutionalize the reporting of assessment at faculty meetings. Lili Rothschild agreed to consult student senate to request that they make a commitment both for their administration and for future student senates to make space in a student senate meeting once a year for a report on an Institutional Student Learning Outcome by one of the working group members.

#### 11. January Assessment Workshop

Eric Dugdale reported plans to offer an on-campus workshop on assessment in January for those (including the ISLO Assessment Committee) involved in assessment and invited committee members to

participate. The workshop would be co-facilitated by Dan Moos and an outside facilitator. Dan invited members to share feedback about particular aspects that they might want to see included.

### **Adjournment**

The meeting was adjourned at 12:40 p.m.

The next ISLO Assessment Committee meeting will be convened on **November 16, 2016 at 11:30 in Library 201**

Respectfully Submitted,  
Eric Dugdale

**Gustavus Adolphus College**  
**ISLO Assessment Committee**  
**11/16/16, 11:30 am, LIB 200**

## **Meeting Minutes**

Members Present: Eric Dugdale, Justin Kader, Janine Knutson, David Menk, Daniel Moos, Marta Podemska-Mikluch, Patricia Reeder, Lili Rothschild.

Members Absent: JoNes VanHecke.

Guests Present: None

### **Call to Order**

A regular meeting of the College Assessment Committee was convened at 11:34 a.m.

### **Approval of the Agenda**

The agenda was approved as distributed.

### **Approval of Minutes**

The 10/12 meeting minutes were approved as distributed.

### **Unfinished Business**

Acknowledged correction and clarification of Sep 12 2016 minutes: "The ISLO Assessment Committee confirmed that it is requesting that the Committee for the Assessment of Student Learning (CASL) take the lead in revising the Cognitive Practice and Intellectual Capacities ISLOs, including redefining the ISLOs and identifying appropriate forms of assessment." No further discussion.

### **New Business**

#### **1. Report on DIT-2 data for assessing Ethical Reflection ISLO by David Menk:**

- Can score on humanitarianism, social liberalism, antisocial behavior. Ethical Reflection working group will determine how deep they want to dig into it. Careful not to get too deep. Then they will put together a report to share.
- DIT-2 Type framed on Kohlberg's Stages. Type is based on 7 labels (as indicated in handout, Personal to Norms to Post conventional spectrum).
- Initial observations: Gustavus appears to be on the track we would hope for growth from FY to SR. Females score more advanced than males. David will send out missing handout sheet of comparison of Gustavus to National scores. N2 Score is another P score for stage 5/6, just looked at slightly differently. According to the instrument's developers, undergraduate students 'should' be in the 40s, but our students (and national norm) are in the 30s.

Discussion:

- Clarified the different keys on each page. Clarified distinction of Type (students are categorized in just one and that's it) and Stage (student's placement is based on each question)
- Identified samples: 240 First year students from FTS, 144 Senior students from email survey comprised of 2/3 female 1/3 male.
  - NOTE: different sampling process. Ex: seniors willing to respond to survey may skew data to more advanced.
- Inquired about requiring a survey response (No, because we run into moral/ethical and practical issues, like students not answering earnestly.)
- Ideas for improving survey responses:
  - assessment day would be good idea, like St. Olaf and Macalester. Conducting orientation get better response than within FTS.
  - Use carrots, rather than stick, like being able to see grades sooner, or raffle prize... historically it has been hard to find good carrots, but senior survey was successful using Amazon gift cards
- In analyzing data, we should look beyond Kohlberg's stages:
  - Compare FYs and SRs scores with national norms
  - Compare Gustavus' growth from FY to SR with national norms
  - Look at curriculum/majors & minors. Should be feasible data to pull, could have seniors self-report
- The report for general public should clarify terms and distinguish Type vs. Stage for better comprehension

## **2. Reports from ISLO working groups:**

- Ethical Reflection – Leaders meet next week, working group will convene 11/29.
- Leadership – Leaders meet Dec. 7 for planning.
- Wellbeing – tool defines wellbeing broadly. Group plans to focus first assessment on mental and physical health. Working group will convene 11/30
- Intercultural Understanding – JoNes will fill us in at a later date.

## **3. Report from CASL:**

- ISLOs may change, may be replaced.
- CASL wants to come up with a working group of faculty, but doesn't have representation to do this work. Maybe CASL can partner with other groups, like GenSub.
- Co-Chairs and Eric are going to Senate to discuss. Later, the task force from Senate will meet to revise.

## **5. Report and feedback on Assessment Workshop:**

- New dates: Jan 11 & 12. Each day's schedule will be roughly 9am-12pm and 1pm-4pm, with lunch in between and possibly additional breaks.
- ISLO, Working Groups, CASL, and Curriculum committee received invites.



- Lots of positive feedback and 15 people expressed interest and 5 maybes. Eric will follow up to determine who can fully commit.

#### **4. Reports of other assessment initiatives on campus:**

- Working group on Experiential Learning IEX courses is in 2<sup>nd</sup> round of feedback. Then it will go to Dan for further feedback, and maybe to CASL for feedback in spring semester.
- IEX is different because there is no single coherent set of outcomes for J-Term courses. With the new curriculum, it is hard to see how courses will have one thing in common.

#### **6. Review of revised protocol for ISLO results dissemination:**

- To be postponed until next meeting, when JoNes is present.
- Lili Rothschild confirmed that Student Senate will guarantee time to have whoever is the student rep on the committee come and present results.

#### **Good of the Order**

Nothing to add here.

#### **Adjournment**

The meeting was adjourned at 12:26 p.m.

The next ISLO Assessment Committee meeting will be convened on **Dec 14 at 11:30am in Lib 201.**

Respectfully Submitted,  
Justin Kader

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**Gustavus Adolphus College**  
**ISLO Assessment Committee**  
**December 14, 2016, 11:30-12:30, LIB 201**

## **Meeting Minutes**

Members Present: JoNes VanHecke, Eric Dugdale, Janine Knutson, Marta Podemska-Mikluch, Patricia Reeder, Lili Rothschild.

Members Absent: David Menk, Justin Kader

### **Call to Order**

A regular [or special] meeting of the College Assessment Committee was convened at 11:32 p.m.

### **Approval of Minutes**

The 11/16/16 meeting minutes were approved as distributed

### **Unfinished Business**

1. Review of revised protocol for ISLO results dissemination - Postponed until intercultural understanding working group has been reconvened (Eric will take next steps on behalf of JoNes)

### **New Business**

1. Review Higher Learning Commission Report on Assessment and Staff Analysis (see attachment).
  - a. Parse areas of concern, especially relating to the work of the ISLO Assessment Committee.
    - i. Concerns about point #3 in the cover letter, whether the institution is using assessment data in its decision-making processes with respect to planning, budgeting and resource allocation?
      1. Student life division was approved for a new position in the Counseling Center based on data.
      2. There are examples like this happening but these might not be showing up in ISLO data.
    - ii. Significant progress has been made in governance oversight in assessing ISLOs.
    - iii. Overall assessment is happening in academic disciplines and gen education curriculum
    - iv. Piloting of IEX experiential SLOs will occur this January but these will not be available in time for the HLC report.
2. Review sections of our report to the HLC related to Assessment of ISLOs (see attachment).

3. Reports by ISLO Assessment Representatives on ISLO working groups
  - a. Ethical Reflection
    - i. The group met and has determined additional data analysis points including 3 Crowns, service organization memberships, study abroad, etc. The group will be convening focus groups for further data collection.
    - ii. Patricia asked the question about how we know the instrument actually measures the ISLO. DIT-2 was selected by the ISLO committee as the instrument most closely aligned with the institutional definition of ethical reflection. If the definition of the ISLO changes, we can re-evaluate the use of the instrument (if we can find an assessment that is better than the DIT-2).
  - b. Leadership
    - i. Needed clarification of where in the assessment process the group was; was informed that the group is starting at the beginning. SLRS is the tool has been selected, but the group wondered if they should look for other instruments or supportive tools but then also wondered if they should be looking at others. The suggestion from JoNes is that the committee should work with the existing instrument unless a more suitable one is identified.
    - ii. Note: Question about whether assessment data should be limited to first years/seniors. No, this is the method used for administering external instruments; but using other assessment data relating to sophomores, juniors as additional evidence is fine.
    - iii. Meeting in January to determine the 10 common demographic questions to be asked of students and 3 questions the offices/groups related to leadership (reaching out to already selected). Eric will help get this started – to be used across assessments. Question about using a Google form for the request or in person requests – start with Google form requests to see response rate then request in persons as needed.
  - c. Wellbeing
    - i. Discussion of the instrument, it has categories that are close to the ISLO, but the group was wondering if we start limiting the number of categories we assess, how will the instrument continue to work for our purposes.
    - ii. Members will be looking at other institutions to see what is being measured and other assessment instruments. The group is looking where on campus wellness lies and what areas that can be easily found.
  - d. Intercultural Understanding – Eric will be taking over for JoNes as point-person.
4. Assessment Report to the Community
  - a. Patricia Reeder –important to state how the ISLO relates to the college mission.
  - b. Discussion 4-8: Agreement that it is useful to have a template to use for the report. Add language about use of additional tools between 3 & 4.
  - c. Can we get samples of reports other institutions are using to distribute information? Request that David Menk send out a request for examples of reports from other

institutions that use the same assessment instruments to see how they have communicate their results to the community.

5. Reports

- a. Patricia – recommended that the HLC report note that the issue of CASL membership consisting largely of untenured faculty is being resolved through CASL becoming a subcommittee of the Curriculum Committee.
- b. Senate working group – looking at assessment of ISLOs relating to the academic program (Cognitive Practice, Intellectual Capacities and Integration of Student Learning). Looked at Carleton’s program ISLOs as a best practice – will review these in January. Focus on restructuring to separate out the outcomes that can actually be measured from the definition of the ISLO.. Information will go out to various groups for review and approval

6. Other assessment related reports

- a. Dan Moos update – faculty submitting student work related to AAC&U rubrics. 30 sets expected. No new initiatives since last meeting.
- b. Eric Dugdale: IEX Experiential learning outcomes have been developed and will be piloted this January.
- c. Eric Dugdale: Assessment workshop in January.

**Good of the Order**

Meeting schedule and assignments for taking meeting minutes:

- January 9, 2017: JoNes VanHecke
- February 13, 2017: David Menk
- March 20, 2017: Patty Reeder
- April 10, 2017: Marta Podemska-Mikluch
- May 8, 2017: Dan Moos

**Adjournment**

The meeting was adjourned at 12:27 p.m.

The next ISLO Assessment Committee meeting will be convened on  
**9 January 2017 at 1:30 p.m.-2:30 p.m. in LIB 201.**

Members: Provost or designee: Eric Dugdale, **Co-Chair**  
Dean of Students or designee: JoNes VanHecke, **Co-Chair**  
Faculty: Marta Podemska-Mikluch (2016-19)  
Faculty: Patricia Reeder (2016-18)  
Student: Lili Rothschild '17 (2016-17)  
Staff/Administrator: Justin Kader  
Staff/Administrator: Janine Knutson

Director of Institutional Research (*ex officio*): David Menk  
College Assessment Director (*ex officio*): Daniel Moos  
Chair of the Committee for the Assessment of Student Learning (or designee) (*ex officio*): Appointment Pending

Respectfully Submitted,  
Janine Knutson

**Gustavus Adolphus College**  
**Institutional Student Learning Outcome (ISLO) Assessment Committee**  
[islo-com@gustavus.edu](mailto:islo-com@gustavus.edu)  
**13 February 2017, 1:30 p.m.-2:30 p.m., Library Conference Room**

## **Meeting Minutes**

Members Present: JoNes VanHecke, Eric Dugdale, David Menk, Justin Kader, Marta Podemska-Mikluch, Patricia Reeder.

Members Absent: Janine Knutson, Lili Rothschild.

### **Call to Order**

A regular meeting of the College Assessment Committee was convened at 1:30 p.m.

### **Approval of Minutes**

The 12/14/16 meeting minutes were approved as distributed.

### **New Business**

#### 1. Debriefing January assessment workshop:

There was support for doing the workshop again, perhaps with a specific focus next time (e.g., to support the work of Program Assessment Liaisons). The report on assessment at the all-employee meeting on Feb. 9 was cited as an example of making assessment more visible and broadly understood.

2. Eric Dugdale reported on the upcoming Celebration of Student Learning event in April (modelled on Dominican University's Assesstival). Three faculty members (Dan Moos, So Young Park, Patty Reeder) and 3 administrators (Eric Dugdale, Angela Erickson, Kasey Linde) are serving on the organizing committee. The aim of the event is to showcase and celebrate assessment of student learning and development at Gustavus, explore ways to make assessment manageable, targeted, and effective, and bring together faculty, staff and administrators in an informal event.

#### 3. HLC accreditation visit (March 13-14).

The committee discussed the upcoming HLC accreditation visit and expectations for availability of committee members to participate in the review in the likely event that assessment is an area of focus. Working groups for individual ISLOs were encouraged to provide updates on their progress. The committee reviewed the section of the self-study (aka Assurance Report) related to assessment of ISLO. There was discussion of the importance of identifying and developing strategies for program improvement in a time of financial stringency: past budget cuts had been largely across the board rather than strategic. Also discussed was the need for further progress on closing the feedback loop.

4. Discussion of the reports on Global Perspectives Inventory (GPI) data assessing Global Understanding ISLO and the Defining Issues Test (DIT-2) data assessing Ethical Reflection ISLO was postponed pending completion of the reports. David Menk will make the draft reports available to the committee for comment as Google Docs ahead of the HLC visit and provide the final version of both reports to the HLC

reviewers. He is writing them as self-sufficient reports comprehensible to a general audience. The committee will also have full discussion of the reports once the final versions are completed.

#### 5. Reports by ISLO Assessment Representatives on ISLO working groups:

**Ethical Reflection:** David Menk reported: Florence Amamoto and Mary Gaebler are gathering information on courses with a significant component of moral and ethical reasoning. Angela Erickson will send out a short survey to students, from which students will be identified for focus groups comprising students with significant exposure to ethical reflection through courses and co-curricular activities and others without it to try and get more of a story about why we see growth in ethical reflection (i.e. qualitative data to complement quantitative data).

**Leadership:** Marta Podemska-Mikluch reported: the Leadership Working Group has been gathering information from across the College using a Google Forms questionnaire about where leadership is developed and whether this development is assessed. 24 responses so far. Group will follow up with those who have not responded. Lili has a list of demographic questions. Eric suggested that for questions 2, 5, 6 and 7 (major/2<sup>nd</sup> major, gender, ethnicity) we need standard categories informed by most recent norms so that students use consistent categories (list of majors sent to Marta & Lili). JoNes proposed sexual orientation as a category and suggested that gender not be presented in binary terms. Justin proposed that Prefer not to Answer be an option; Eric also suggested adding an Other category. The committee suggested that the questionnaire ask about cumulative rather than current leadership involvement and proposed clarifying this through rewording: "Please indicate your involvement to date..." and rewording verbs into past tense. It discussed the level of involvement (should intermural participation count?); it was suggested that participation in athletics should be subdivided into Interschool/Club and Intermural categories. Patty recommended rewording to "Please indicate the total number of leadership roles you have held" to make it clear that it is the number of leadership roles that we are asking about rather than the number activities in which you have held a leadership role. JoNes proposed that we define what we are calling "first generation" – use the definition used by the Admission Office.

**Wellbeing:** Eric Dugdale reported: at last Wednesday's meeting, the group decided to add a student voice (Cody Kirk and an HES major). The group has conducted an inventory of wellbeing on campus and has gathered assessment related to wellbeing, which it will analyze and report on salient trends and findings. Also going through the academic catalog to identify courses with wellbeing content and contacting offices related to student wellbeing. Digging deeper into emotional and relational wellbeing in this assessment cycle. Subgroups of the working group will revisit the nine domains of wellbeing by comparing to domains at other institutions and reviewing external instruments (MDWI, Ryff) – reconvening in early April.

To ensure long-term archiving of materials from working groups, the committee agreed to upload documents to a Moodle site for the committee at the end of the academic year (they are currently in Google Drive folders) – relevant documents would include reports, data, minutes etc. but not ancillary materials (e.g., comparanda from other institutions). A brief accompanying report providing context (what was done and why) would help provide institutional memory.

#### 7. Other assessment related reports:

Patty Reeder reported on the work of CASL and the Faculty Senate taskforce on assessment to refine the ISLOs of Cognitive Practices and Intellectual Capacities and possibly Integration of Learning to make

them more concrete and easier to assess and understand. They are revisiting the recommendation of CASL in 2016 to move to a model similar to Carleton College's, in which a preamble laying out broader college values precedes a smaller, more holistic and measurable set of ISLOs. The goal is for the definition of the ISLOs to be written in a way that works for both curricular and co-curricular contexts. Patty presented three draft models for early input from the committee. JoNes voiced support for whatever model generates buy-in from the faculty. The suggestion was made that learning outcomes be framed in a way discrete enough to be easily remembered and assessed. There were questions and discussion about the preamble and its relation to the measured learning outcomes. The consensus was that all three models were worth pursuing further by CASL and the taskforce.

### **Good of the Order**

Meeting schedule and assignments for taking meeting minutes:

- December 14, 2016: Janine Knutson
- January 9, 2017: JoNes VanHecke
- February 13, 2017: David Menk
- March 20, 2017: Patty Reeder
- April 10, 2017: Marta Podemska-Mikluch
- May 8, 2017: Dan Moos

### **Adjournment**

The next ISLO Assessment Committee meeting will be convened on  
**20 March 2017 at 1:30 p.m.-2:30 p.m. in the Library Conference Room**

Members: Provost or designee: Eric Dugdale, **Co-Chair**  
Dean of Students or designee: JoNes VanHecke, **Co-Chair**  
Faculty: Marta Podemska-Mikluch (2016-19)  
Faculty: Patricia Reeder (2016-18)  
Student: Lili Rothschild '17 (2016-17)  
Staff/Administrator: Justin Kader  
Staff/Administrator: Janine Knutson  
Director of Institutional Research (*ex officio*): David Menk  
College Assessment Director (*ex officio*): Daniel Moos  
Chair of the Committee for the Assessment of Student Learning (or designee) (*ex officio*): Appointment Pending



**Gustavus Adolphus College**  
**ISLO Assessment Committee**  
**March 20, 2017, 1:30-2:30, Library Conference Room**

## **Meeting Minutes**

Members Present: Eric Dugdale, Janine Knutson, David Menk, Daniel Moos, Patricia Reeder, Lili Rothschild.

Members Absent: JoNes VanHecke, Justin Kader, Marta Podemska-Mikluch.

Guests Present: [none]

### **Call to Order**

A regular meeting of the College Assessment Committee was convened at 1:33 p.m.

### **Approval of the Agenda**

The agenda was approved as distributed.

### **Approval of Minutes**

A friendly amendment to remove the call to order was approved, and the February 13, 2017 meeting minutes were approved.

### **Unfinished Business**

[none]

### **New Business**

1. Janine Knutson will be leaving the college. To have a fully staffed ISLO committee and Ethical Reflection working group, Angela Erickson will join the ISLO committee in Janine's place. Many thanks to Janine for her hard work in this committee and in her position on campus.
2. Patricia Reeder presented draft #2 of the revised ISLOs from CASL. This draft was written based on feedback from a workshop jointly held by Curriculum Committee and CASL, and multiple meetings with the Curriculum Committee co-chairs. Question from CASL to the committee: who should "own" this draft? How should feedback be obtained from faculty? Staff? Students?
  - a. *Thoughts on edits to this draft before circulation:* Dugdale: How do we want to frame this? Should CASL draft a rationale for why we're undertaking a revision (particularly since some current ISLOs have been prioritized in the preamble, meaning they won't be regularly assessed anymore)? Moos: The rationale is important. The thoughtfulness with which this revision has been approached will be missing without annotations or a rationale. Dugdale: CASL should include information on the weaknesses of the current

ISLOs and how the revision improves on them. Moos: it would be helpful to identify ways that the ISLOs are currently being assessed, and how the revised ISLOs could be assessed.

- b. *Thoughts on obtaining feedback from college stakeholders:* Feedback could be obtained via Vice Presidents. VanHecke could present? Could hold open forum meetings, obtain detailed feedback via Survey Monkey/Google form. Send out a courtesy call on employee-L, then contact specific offices that are clear stakeholders; consider having separate open forum sessions for faculty. Will want feedback from current ISLO working groups.
  - c. *Next steps:* Patricia requested that working groups review the current draft and provide suggestions for how their ISLO could be better worded and prioritized in the preamble. Working groups should also summarize the measurement/assessment techniques that are/could be used to measure their ISLO, and places on campus that contribute to their ISLO.
3. Conversation was held regarding the “demographic” surveys created by the Leadership (presented by Lilianne Rothschild) and Ethical Reflection (presented by Janine Knutson) working groups. Minor edits were suggested for each.
- a. The Leadership demographic survey will be sent to first-year students and seniors on April 6.
  - b. The Ethical Reflection survey will be sent to juniors and seniors before spring break. “High exposure to ethical reflection content” and “low exposure” focus groups will be created based on responses to the survey. Focus group questions are being worked on, and the cut-off for what constitutes high vs. low exposure is TBD. Places on campus that provide Ethical Reflection content were identified by working group members based on course descriptions and feedback from department chairs, and feedback from co-curricular offices about relevant student organizations.
4. Eric Dugdale summarized the work of the Wellbeing working group, who are identifying tools for evaluating the 9 domains of wellbeing.

At next meeting we’ll look at Intercultural Understanding, GPI, and Ethical Reflection data, and debrief on the HLC visit.

Meeting schedule and assignments for taking meeting minutes:

- December 14, 2016: Janine Knutson
- January 9, 2017: JoNes VanHecke
- February 13, 2017: David Menk
- March 20, 2017: Patty Reeder
- April 10, 2017: Marta Podemska-Mikluch
- May 8, 2017: Dan Moos

## **Adjournment**

The meeting was adjourned at 2:27 p.m.

The next ISLO Assessment Committee meeting will be convened on **April 10 at 1:30 in Library Conference Room.**

Respectfully Submitted,  
Patricia A. Reeder

Members:      Provost or designee: Eric Dugdale, **Co-Chair**  
Dean of Students or designee: JoNes VanHecke, **Co-Chair**  
Faculty: Marta Podemska-Mikluch (2016-19)  
Faculty: Patricia Reeder (2016-18)  
Student: Lili Rothschild '17 (2016-17)  
Staff/Administrator: Justin Kader  
Staff/Administrator: Angela Erickson  
Director of Institutional Research (*ex officio*): David Menk  
College Assessment Director (*ex officio*): Daniel Moos  
Chair of the Committee for the Assessment of Student Learning (or designee) (*ex officio*): Appointment Pending

**Gustavus Adolphus College**  
**ISLO Assessment Committee**  
**April 10, 2017, 1:30-2:30, Library Conference Room**

**Meeting Minutes**

Members Present: Eric Dugdale, Angela Erickson, Daniel Moos, Patricia Reeder, Lili Rothschild, Justin Kader

Members Absent: JoNes VanHecke, Marta Podemska-Mikluch, David Menk

Guests Present: [none]

**Call to Order, Approval of the Agenda**

**Approval of Minutes**

Approval of the 20 March 2017 ISLO Assessment Committee meeting minutes.

**New Business**

1. Review of draft 2 of preamble and revised ISLO document (see attachment). Discussion of timeline for next steps in revision, gathering of feedback, deliberation, and implementation.
  - a. Patty Reeder provided an updated draft of the ISLO document
    - i. Feedback from working groups is being sought prior to disseminating across campus.
    - ii. Patty Reeder asked working group leaders to disseminate the updated document to members with the following context: *"Please note that this draft is for internal use only. The ISLO Committee will be seeking input from the campus community at a later date once the document is ready to be distributed."*
  - b. Patty Reeder asked for questions and comments on current version of ISLO document
    - i. Angela Erickson suggested providing hardcopy prior to discussions within working groups.
    - ii. Angela Erickson asked about the timeline; in response, Eric Dugdale identified two upcoming inputs that will inform the timeline. Both the revised general education curriculum and the HLC report should be considered. Eric Dugdale also identified the importance of involving of students and all employees in the conversation.

- iii. Justin Kader suggested adding/modifying language to further highlight the rationale for the language in the preamble.
  - iv. Patty Reeder asked the committee to be advocates for revised ISLO document.
  - v. Eric Dugdale suggested that “clearly” be reworded to avoid misunderstanding that assessments have already been created.
- 2. Review of David Menk’s report on the Defining Issues Test (DIT-2) data assessing Ethical Reflection (see attached). Discussion of follow-up and actionable items relating to the data.
  - a. Patty Reeder asked if the current draft of the report is intended to be disseminated to the entire community, and Eric Dugdale affirmed this intention.
  - b. Dan Moos asked about the need for additional context to clarify the theoretical framework;
    - i. Angela Erickson suggested adding a rationale instead of a more robust description of Kohlberg’s Theory.
    - ii. Patty Reeder suggested adding a few prompts from the DIT-2 to further illustrate context.
    - iii. Eric Dugdale will create a google doc to invite feedback from the ISLO committee on the DIT-2 summary report.

3. Working Group reports:

- (a) Ethical Reflection working group (Angela Ericksen and David Menk), including report on upcoming student focus groups (April 11 and 12) and focus group process.
  - a. Angela Erickson provided an update, starting with the focus group consent form.
- (b) Leadership working group (Marta Podemska-Mikluch and Lili Rothschild).
  - a. Lili Rothschild provided an updated, noting that the working group reached out to several offices.
  - b. Eric Dugdale asked if the survey had been sent out; Lili Rothschild indicated that she has not yet received it.
- (c) Wellbeing working group (Eric Dugdale and Justin Kader): review of working group reports on wellbeing data (see attachments x 6) and discussion of key findings, dissemination beyond the committee and its working group, and actionable items.
  - a. Eric Dugdale discussed data from multiple sources, including NSSE (i.e. Gustavus students are more scheduled).
  - b. Eric Dugdale will put together executive summary.
  - c. Justin Kader discussed the reasoning behind changing the domains and the group will reconvene to discuss this topic.

Reports attached for this meeting include:

- (a) CCAPS and SDS Data Report [author: Jenn Ehalt]
- (b) ACHA-NCHA II Data Report author: [Jenn Ehalt]
- (c) ACHA-NCHA II Data and Health Service Data Report [author: Heather Dale]
- (d) NSSE Data Report [author: Eric Dugdale]
- (e) Gallup-Purdue Index Report [author: Eric Dugdale]
- (f) Wellbeing Pre-and Post- Survey in FIT courses [author: Bonnie Reimann]

### **Good of the Order**

Meeting schedule and assignments for taking meeting minutes:

- May 8, 2017: Marta Podemska-Mikluch

### **Adjournment**

The next ISLO Assessment Committee meeting will be convened on  
**8 May 2017 at 1:30 p.m.-2:30 p.m. in Library Conference Room**

Respectfully Submitted,  
Daniel C. Moos

Members: Provost or designee: Eric Dugdale, **Co-Chair**  
Dean of Students or designee: JoNes VanHecke, **Co-Chair**  
Faculty: Marta Podemska-Mikluch (2016-19)  
Faculty: Patricia Reeder (2016-18)  
Student: Lili Rothschild '17 (2016-17)  
Staff/Administrator: Justin Kader  
Staff/Administrator: Angela Ericksen  
Director of Institutional Research (*ex officio*): David Menk  
College Assessment Director (*ex officio*): Daniel Moos  
Chair of the Committee for the Assessment of Student Learning (or designee) (*ex officio*): Appointment Pending

**Gustavus Adolphus College**  
**ISLO Assessment Committee**  
**May 8th, 2017, 1:30-2:30, Library Conference Room**

## **Meeting Minutes**

Members Present: Eric Dugdale, Angela Erickson, Marta Podemska-Mikluch, Patricia Reeder, Lili Rothschild.

Members Absent: JoNes VanHecke, David Menk, Justin Kader, Daniel Moos

Guests Present: none

### **Call to Order**

A regular meeting of the College Assessment Committee was convened at 1:32 p.m.

### **Approval of the Agenda**

The agenda was approved as distributed.

### **Approval of Minutes**

The 10 April 2017 meeting minutes were approved as distributed.

### **Unfinished Business**

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### **New Business**

1. Patty Reeder reported that the faculty handbook language regarding the assessment committee is outdated and shared a proposed change.

### ***Current handbook (“Yellow Pages”) language:***

#### **1.2.16.2 Elected by the Faculty**

##### **A. Faculty Representatives to the College-Wide Assessment Committee**

1. Two faculty members elected at-large for three-year terms. Past service on the Curriculum Committee, Committee for the Assessment of Student Learning, or Faculty Committee on Student Life is desirable but not required.
2. College Assessment Director (ex officio).
3. The committee is convened by the Provost.

**Proposed edits:**

**1.2.16.2 Elected by the Faculty**

A. Faculty Representatives to the ~~College-Wide Assessment Committee~~ **Institutional Student Learning Outcome (ISLO) Assessment Committee.**

1. Two faculty members elected at-large for three-year terms. ~~Past service on the Curriculum Committee, Committee for the Assessment of Student Learning, or Faculty Committee on Student Life is desirable but not required.~~
  2. College Assessment Director (ex officio).
  3. ~~The committee is convened by the Provost.~~
- 3.1 Member of Curriculum Committee (ex officio).**

**Rationale:**

The current handbook language is outdated relative to changes in the ISLO Assessment Committee's name and membership (September 2016). The proposed changes reflect the current make-up of the committee.

2. Patty Reeder shared a report reviewing feedback from working groups on revised ISLO document.
  - a. Patty Reeder reporter that feedback from the working groups was overall positive with suggestions for minor tweaks. According to the report, members of the working groups raised numerous questions about the method of assessment and further work is needed to figure that out.
  - b. Angela Erickson suggested looking into an assessment model currently used at Puget Sound.
3. Eric Dugdale shared the suggested timeline for ISLO revision and input from broader community
  - a. May 8 ISLO Assessment Committee reviews feedback from ISLO Committee working groups on draft preamble + new ISLOs and framing/background document and discusses timeline and process for revising ISLO and soliciting input from the wider community.
  - b. September ISLO Assessment Committee meeting: committee identifies a sub-group of ISLO Committee members to revise the above document in the light of feedback from ISLO working groups and additional input from the HLC report. This sub-group would also identify assessment instruments for each proposed ISLO and add brief descriptions of these to the document. The sub-group's revised document would then be sent to the full ISLO Assessment Committee for consideration at its October meeting.
  - c. Once the ISLO Assessment Committee has approved the revised document, the committee would then solicit input from the college community (presenting it to the Cabinet before disseminating to the wider community). Providing the Board of Trustees with an update and



soliciting input from the Board's Academic Affairs Committee would also be important given the mission centrality of ISLOs. Discussion of how feedback should be analyzed and responded to.

4. Eric Dugdale shared that an invitation was extended to administrator committee members to affirm interest in continuing on ISLO Assessment committee in academic year 2017-18.
  - a. Eric Dugdale confirmed that two students with assessment experience (Emily Anderson and Monika Pham) have confirmed their interest to serve on the committee and their nominations have been passed on to JoNes VanHecke.

4. Working Group reports:

- a. Ethical Reflection working group (Angela Erickson and David Menk) reported on student focus groups (held on April 11 and 12) and report being generated, including suggestions of actionable items.
  - i. Angela reported that the working group received interesting information in the conducted focus groups. They are now working on producing a DIT-2 report; they will be done with the report this summer. The findings will be shared on the college's website and the working group is still working on identifying other ways the report should be disseminated. The key motivation is to strategically share the report with people who can make an impact on the actionable items.
- b. Leadership working group (Marta Podemska-Mikluch and Lili Rothschild).
  - i. Lili Rothschild reported that David Menk experienced technical difficulties in the administration of SLRS instrument to first years and seniors.
- c. Wellbeing working group (Eric Dugdale and Justin Kader)
  - i. Eric Dugdale reviewed two executive summaries of wellbeing data and offered a brief discussion of key findings, dissemination beyond the committee and its working group, and actionable items.
  - ii. Eric characterized the discussed documents as executive summaries of longer reports. One thing that stood out is that first year reported having discussions about religion and politics. Seniors and first years reported talking to career advisors about career choices at a higher rate than other institutions. These are gratifying results in terms of the aspirations for the new curriculum.
  - iii. Eric commented that CARE had been identified as a natural audience for the report so they will receive a copy. Other possible outlets were discussed, including the assessment website.
- d. Committee for the Assessment of Student Learning (Patty Reeder)
  - i. Patty Reeder reported that CASL will be dissolved at the subsequent faculty meeting.

5. Information items:

- (a) Celebration of Learning and Development report
- (b) Eric Dugdale shared that HLC report has not yet arrived.

**Good of the Order**

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**Adjournment**

The meeting was adjourned at 2:25 p.m.

The next ISLO Assessment Committee meeting will be convened in September (date pending).

Respectfully Submitted,

Marta Podemska-Mikluch

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Members:      Provost or designee: Eric Dugdale, **Co-Chair**  
Dean of Students or designee: JoNes VanHecke, **Co-Chair**  
Faculty: Marta Podemska-Mikluch (2016-19)  
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