

MEETING MINUTES

Student Learning Outcomes

February 3, 2020 9:00am | Rothwell Hall, 456 | Meeting called by Christine Austin

Committee Members

Sarah Gordon, Education | **Daniel Warwick**, Arts & Hum | Matt Young, Eng & App Sci | **Debra Hunter**, Business | **Tennille Lasker-Scott**, eTech | Brenda Shoop & Sheila Jacobs, Ozark | **Shelly Daily**, Natural Science | **Gina Kraft**, Graduate College | **Brett Bruner**, Student Affairs | **Christine Austin**, Assessment | **bold = present**

Item (Action Items in **Bold**)

Meeting begins at 9:00am.

- Discussion and review of the November meeting minutes
- Review of proposed annual assessment calendar
 - initially informal with goal of transitioning to a more formal process
 - Goal is to have ~August committee meetings with perhaps mid-September meetings for dept. managers
 - Budgeting time for summer review of outcome data in advance of Fall review is an issue
 - Future goal would be to have program data entered by 10/1 annually and then locked the following day
 - Student Affairs typically has assessment data entered by June 30 but also runs a year-round schedule
 - **Chris to revise proposed calendar based on committee feedback & submit to program chairs & dept. for subsequent review** – no timeline set
- Discussion of the College-level review process
 - Proposal for Student Learning Outcomes, etc. to be assessed via provided “Assessment Report Review” template (**Chris to provide digital copies of template and calendar to committee members**)
 - The majority of programs don’t currently have a 2019-2020 Weave entry
 - Discussion of practice that some programs have of using Weave ‘Program Attachments’ to document the process of closing loops in program review and revision
 - Impact of outside accrediting bodies (list by program provided)
 - Discussion of broader evaluation of Gen Ed requirements (e.g. writing samples from upper-division classes) at Upper-Division and Graduate levels, including discussion of sources of resistance (e.g. increased documentation workload for faculty) as well as potentially useful responses (e.g. automation through BlackBoard)
 - Program review reports can be added as program attachments in Weave, ideally as a collaborative process involving all program faculty
- Discussion and review of HLC Criteria 4 and the overall criteria review process
 - Working groups to meet Fridays at 3pm in Rothwell 138

- Current status of Criteria progress to be posted week prior to meetings on website <http://atu.edu/hlc/>
- **Criteria 4 on Friday, March 6 – appeal to members to attend if able**
- President Bowen would like actual mock review this Fall semester
- **Chris to explore Kaltura recording of meeting for later review by those unable to attend**
- Discussion and review of HLC Criteria 4 and the overall criteria review process (cont'd)
 - Some comments on Criteria 4 were not available at time of printing for this meeting, **committee members to review and provide comments/feedback to Chris prior to Friday (March 6, 2020) meeting**
 - Available evidence needs to be collected for “Data-driven (program) decisions” as well as for program funding decisions driven by data **provide to Debra Hunter**
 - Some discussion of collecting from Curriculum Committee and from Library purchases

Meeting Adjourned at 9:55am