

## ASSESSMENT MEETING

August 9, 2007

Present: Debra Backus, G. Duling, R. Eagle, Sharon Gott, Seyed Mirkhani

Presiding: Sherry Becker-Gorby

Regrets: Larry Bloom

Agenda Item	Discussion	Action
Minutes	The minutes from the July 2, 2007 meeting were reviewed. The minutes were approved as corrected.	S Becker-Gorby will make changes and note approval date on minutes.
Course Level Assessment: Spring 2007 Pilot Course Reports Update	<p>A progress report was given by the program directors for pilot courses in spring course level assessment project. An extended due date was set for September 1 for reports not completed.</p> <p>S. Gott presented a summary of her assessment findings for MTH 095 and MTH 096.</p> <p>Key findings for MTH 095:</p> <ul style="list-style-type: none"> <li>• Outcome 1, order of operations, significantly improved from fall assessment cycle.</li> <li>• Outcomes 2 &amp; 3 address the same concept, graphing and solving linear equations. These outcomes were not met. S. Gott noted that the realignment of the MATH 095 and 096 outcomes will help to strengthen instructional and learning opportunities related to these outcomes.</li> <li>• Outcome 4 was not met. With the outcome realignment, this learning outcome will be presented in 096. This will provide more effective instructional sequencing.</li> <li>• Only 1 of the 4 outcomes assessed in this cycle was met.</li> </ul> <p>Key findings for MTH 096:</p> <ul style="list-style-type: none"> <li>• None of the selected outcomes were met at the stated performance standard, but scores were between 59 and 75%.</li> <li>• S. Gott expressed concern with some of the indicators and validity as effective measures.</li> </ul>	<p>Spring 2007 course assessment reports are due on September 1.</p> <p>S. Gott will forward the spring 2007 math assessment reports to R. Eagle to place on the next LOT agenda.</p> <p>SB-G and G. Duling will meet with L. Bloom regarding assessment activities in the technologies.</p> <p>S. Gott will email the faculty orientation materials and agenda to SB-G for the Self Study Resource Room</p>

	<ul style="list-style-type: none"> <li>• MTH 096 is also affected by the realignment of the course learning outcomes.</li> </ul> <p>Multiple measures were used to assess the selected outcomes. Faculty teaching the math courses were involved in the selection, assessment and review of recommendations. Faculty have been involved with the discussion of impact of the outcomes realignment.</p> <p>SB-G asked if the course outcome realignment was driven by the assessment process. S. Gott noted that she previously had concerns regarding the distribution of outcomes and need for realignment, but that the assessment activities provided the data confirming the need.</p> <p>D. Backus applauded S. Gott for the progress she has made in assessment.</p> <p>SB-G asked S. Gott to forward the completed math assessment reports to R. Eagle for listing on the next LOT agenda.</p> <p>S. Mirkhani presented an overview of course assessment activities in the business department. Data has been collected and reviewed for the courses assessed in the spring cycle. The report still needs to be generated. S. Mirkhani was particularly pleased to note that the assessment data for the online economic course was collected and stored in an electronic format facilitating access to data.</p> <p>The data has been collected for ECN 201 in both a traditional section and online section. S. Mirkhani noted that the outcomes were met for those students in the traditional section, but not in the online section.</p> <p>SB-G noted that the data should be compiled for the total sample as the students should be attaining the same learning outcomes regardless of instructional modality. Once that analysis is completed it will be valuable to compare instructional modalities and address the issues that are identified as a result of that comparison.</p> <p>D. Backus noted that the assessment activities for PSY 200 and EDF 217 were completed, the data is available, but the analysis and reporting needs to be completed. PSY 200 was not originally listed for the pilot cycle,</p>	
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	<p>however, M. Benneer was interested in continuing with the fall project and volunteered to continue with the assessment.</p> <p>The indicators developed for SSC 147 were not administered. However, J. Patterson will meet with D. Backus to review testing materials from the course and select indicators from exiting test materials. This will also serve as an effective embedded assessment of the course.</p> <p>L. Bloom was not present at the meeting, however, G. Duling provided an update on assessment activities in the technologies. No course level assessment activities were completed. L. Bloom is not certain as to how to adapt the current process to fit his curriculum. SB-G and G. Duling will meet with L. Bloom to discuss the problems he is experiencing and help with identifying a reasonable assessment alternative.</p> <p>D. Backus provided a summary of the recent faculty orientation/development session that she conducted with S. Gott. Assessment was a focus of the orientation session. D. Backus noted that as they presented information on assessment, shared course reports and linked the impact of data to improvement of learning, the faculty could see the value of the activity. SB-G asked if the agenda and materials can be sent to her for the resource room. S. Gott has the materials in electronic format and will forward to SB-G. D. Backus noted that as the session progressed it evolved more into a very productive faculty meeting. Additional areas of the session focused on programs and services offered by the College, Virtual Faculty Lounge and need for ongoing communication.</p> <p>G. Duling applauded D. Backus and S. Gott for the work they did to organize and present the orientation session. He has received very positive feedback from participants.</p> <p>S. Mirkhani noted that he has practitioner faculty in his department that can assume responsibilities for assessment. SB-G noted that this is would be a positive effort on the part of the faculty. She also noted that in their roles as adjunct instructors, the college should provide the administrative support necessary for assessment activities to help facilitate their involvement. She also noted that D. Backus and she have been addressing</p>	
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	<p>the need for contracts with content faculty to assure continual access as needed for their support of the curriculum. The assessment functions can be included in this as well.</p> <p>S. Mirkhani expressed concern with losing site of program level assessment. SB-G explained that the course level emphasis was recommended by the HLC/NCA visiting team because of the low enrollments in the capstone/internship courses. The program emphasis will not be neglected and will be necessary as we move to the next cycle of program reviews.</p>	
Course Assessment: Fall 2007	<p>No changes in status. Courses have been selected for fall 2007 assessment cycle.</p> <p>Cycle includes:</p> <p>D. Backus: EDF 115 and second course dependent upon enrollment. SB-G suggested that English courses be considered since the College is hiring a fulltime English faculty.</p> <p>L. Bloom: absent</p> <p>S. Gott: MTH 90, MTH 99 and RDG 90</p> <p>S. Mirkhani: ECN 201, ACC 120, MKT 260 and BUS 100</p>	
Course Evaluations	<p>SB-G provided an update on the status of the compilation of the course evaluations. The missing database was located so the data is still available and accessible. However, the problem now lies with the analysis. The person originally identified to prepare a report model and provide training will not be completing the project so a new person will need to be identified. G. Duling noted that there is a possibility that the SCANTRON could be used to complete the analysis. This will be explored during the August 16 presentation with the representative from SCANTRON. The search for a person to complete the Access report format will be on hold until after the SCANTRON presentation.</p>	
General Education Assessment	<p>The gen ed subcommittee/workgroup (D. Backus, SB-G) met on July 24 to complete the initial review of testing information and provide a</p>	<p>D. Backus will identify social science and science</p>

	<p>preliminary recommendation. The comparison chart was provided. Based on the preliminary review, the MAPP test series is being recommended pending a review of actual test materials by content faculty. R. Eagle has been informed of the need to develop a more effective contractual process with content faculty for completing such reviews and providing other support for the curriculum. R. Eagle is exploring these alternatives (possibility of using the WV 48). D. Backus will identify content faculty in the social sciences and sciences to participate in the review. Notification will not be made until contractual process is finalized. S. Gott will participate in the review as our math faculty and the soon to be hired English faculty member will also participate. The goal is to complete the review and provide final recommendation by the end of the fall semester. This will provide ample time for spring 2008 implementation. Funds were budgeted for general education assessment at a level sufficient to accommodate the most expensive assessment test. If MAPP is selected, this will free some funds for other assessment activities.</p>	<p>faculty to conduct the onsite test review.</p>
<p>Industrial Maintenance Program Audit Update</p>	<p>SB-G contacted Dr. Stotler at the HEPC in July following the assessment meeting to ask if an audit should be completed for the IMT program since Eastern plans to eliminate this program. Dr. Stotler said the audit will not need to be completed, however, the college needs to take the necessary steps to terminate the program and provide official notification of that status. SB-G provided this information to L. Bloom at that time. G. Duling will work with L. Bloom to complete the transition to the new electromechanical program and terminate the industrial maintenance program.</p>	<p>G. Duling will work with L. Bloom to complete the transition to the new electromechanical program and terminate of the industrial maintenance program.</p>
<p>Virtual Faculty Lounge: Update</p>	<p>The responsibility for the Virtual Faculty Lounge has been assigned to the TLTC. S. Mirkhani, as chair of the TLTC, presented an update of the implementation of that site. He has been able to obtain the login and password. S. Mirkhani believes it will be relatively easy to update and upload the site.</p> <p>SB-G noted that she has sent the last of the materials she currently has available for the site. S. Mirkhani noted that materials can easily be added as they become available.</p> <p>D. Backus stated that faculty were informed about the VFL. They are interested and supportive of the site. The discussion board will likely be a</p>	

	valuable component of the VLF.	
Assessment Web link: Update	<p>SB-G provided an update on the status of the assessment web link. All materials have been forwarded to E. Alt with the exception of the minutes from the last few assessment meetings. These will be forwarded soon. The list of assessment links also needs to be forwarded. This list is being developed. Currently the site is buried on the college web site so it is not easily located. This was done deliberately until the site has been more fully developed and reviewed by committee members. Once the site is ready for distribution, SB-G will forward that link to S. Mirkhani to add to the VFL.</p> <p>SB-G will forward the current link for committee members can view what has currently been uploaded to the site</p>	SB-G will forward the web link for the developing assessment site to committee members for review and comment.
Next Meeting	The next meeting is scheduled for Thursday, September 13, 2007 at 9:00 in the HARCO room.	

Respectfully submitted by Sherry Becker-Gorby 8/9/07

Approved: 9/13/07