Minutes of Core Review Committee  
October 7, 2008


Dr. Whitman called the meeting to order at 11:05.

The minutes of September 11, 2008 were approved.

Old Business:

History Transfer Credits: The history transfer proposal was approved by the full faculty with very little discussion. It will affect transfer students beginning in Spring 2009.

Update on Gen Ed assessment:

a. Quantitative Reasoning: Dr. Whitman has met with math and computer science departments; they recommended assessing, in addition to MTH 101, MTH 104, 107, 150, and perhaps 105/111. Dr. Whitman has requested syllabi for these courses and CS 115. One unresolved issue is that statistics are not taught in all math courses.

b. Computer Literary: In addition to CS115, we should assess CS125. Issue to be resolved: engineering majors take “computer intensive” courses to fulfill the requirement.

c. Oral Communication: Dr. Wenger reported she has met with Dr. Mark Stine; he is willing to tape six student presentations for assessment. (Committee members noted that a random sampling from six different sections would be preferable.) For assessment of the education majors OPO, Dr. Wenger recommended that faculty who observe student teachers be asked to fill out the assessment form. Dr. Kristin Bewick, interim education chair, is willing to support this request and to discuss it at the next Teacher Education Committee meeting. Dr. Whitman will work on assessment plan for engineering majors who take the OPO, and he will discuss the assessment of OPO for chemistry and physics majors with professors John Gilmer and Henry Castejon.

Dr. Wenger asked about procedure for finalizing the rubrics; when we get teams in place, one member of CRC will take ownership of each area and design the rubric.
Dr. Wenger and Dr. Morrison will work on the Oral Communication rubric and report back at the next meeting. Dr. Brian and Dr. Trujillo will work on the quantitative reasoning rubric.

There was a general consensus among CRC members that only two categories of assessment (yes/no or proficient/deficient) are needed for rubrics.

d. Distribution Areas: Dr. Flint explained that we need to make the assessment of distribution areas simple and easy for chairs and program heads. She has discussed this process with Darin Fields and Provost Verret; there is no need to ask for duplicate reports. The CRC can extract the information they need from the program review forms if chairs and heads are asked to include an assessment of their area courses that fill distribution requirements in the Core. (The form will have to be altered to include another column for 2001 Core outcomes.) Programs that serve the core (art, music, etc.) but do not offer majors would also have to fill out this form. Dr. Whitman pointed out that this will be difficult for Area II as the sciences are not contained in one department. Dr. Flint offered to compile the information for CRC once the various pieces arrive from each area. Dr. Whitman pointed out that we also need to assess WAC.

The committee then debated how to communicate all of this to the chairs; it must not be seen as a top-down process. Dr. Whitman suggested that he first meet with the deans and then discuss the process at a chairs meeting to get their input on the process.

Dr. Simon asked about timing of this assessment process; Dr. Whitman explained we will have at least a partial report by the end of the academic year.

Dr. Flint pointed out a flaw in the program review template which calls for outcomes to be aligned with strategic plan goals. This is not correct; outcomes need to align with the mission.

e. MAPP Testing: Dr. Morrison will get the information on MAPP testing and report to Dr. Whitman before the next meeting. The MAPP test is an external text from EDS; it may be modified with university-specific questions. We will need to find out the lead time for ordering the tests and make the tests a regular part of the assessment process.

f. Submitting Artifacts: Dr. Whitman reported that the IR (Institutional Research) staff will manage the computer files for the artifacts and make them available to CRC. Dr. Flint explained that the files will be deposited on the staff shares drive and identified by code names to keep the faculty member anonymous. Students’ names will also be removed or obscured before an
artifact is deposited. All artifacts (other than oral communication videos?) will be maintained electronically; blue book exams will need to be scanned. Artifacts may be deposited either before or after grading; this may depend on the instructor’s preference.

g. Workshops: Dr. Bohan and Dr. Flint (along with another person, not yet identified) will conduct training sessions on the assessment process; a number of sessions will be offered so all involved in the process can attend.

Dr. Whitman noted there are still some WAC proposals to be submitted.

There was no New Business.

The meeting adjourned at 12:35. The next meeting will be held Nov. 4 at 11 a.m.

Respectfully submitted,

Diane Wenger