

CoE Assessment Committee Meeting
September 28, 2010
Minutes

CoE Assessment Committee Invited: Babcock, Bier, Bleier, Chesler, Fratta, Gatzke, Grossenbacher Gubner, Harrington, Klein, Nellis, Mitchell, Prem, Pan, Plesha, Puccinelli, Romero, Root, Tompkins, Witt, Zimmerman,

In attendance: Bier, Fratta, Grossenbacher, Gubner, Harrington, Lafayette, Mitchell, Prem, Puccinelli, Root, Tikalsky, Witt

Committee Purpose:

The purpose of this committee is to engage around accreditation and assessment activities for the purpose of identifying program strengths, and to improve program content and the learning environment in support of achievement of broad-based and disciplinary specific student learning outcomes.

Agenda Items

Topics Discussed:

- Updating the Course Home Page template: The current process and web form in place to update course home pages was discussed relative to the updated changes to the course syllabus criteria in the ABET 2011-12 Self Study Template. The committee agreed that the updates to the course home page should remove any sections that are not required under the current ABET self-study guide. Joyce Tikalsky has already begun making updates to the existing course home page template to reflect these changes and will have these changes in place by the week of Oct 11-15. Departments can use this updated template to continue updating their existing course home pages. To delete a course, add a course page, or to update an existing course description, course title or number please contact Joyce at create a new course home page contact Joyce.
- AEFIS pilot project update – A meeting to discuss the technical and security issues and feasibility of data interface with campus systems is scheduled for September 29, 2010. After this meeting we hope to determine whether we have campus support to move forward with the pilot project. A document summarizing the concerns of faculty was prepared to follow with AEFIS for further response. Prof. Root also requested information on the flexibility of the AEFIS reporting features to generate customized reports. Lafayette contacted those institutions using AEFIS and they reported that the biggest time commitment is in the upfront loading of course information and that getting the system ready for use takes 2-3 months. After that faculty report that it is very user friendly and they have not had any problems using it.

- Review of the ABET accreditation timeline: A request to have the ABET timeline broken down by more immediate tasks was made. The current tasks to focus on are updating the course home pages/syllabus and developing common language to share among departments as part of the Self Study, and conducting of alumni surveys.
- A WisCEL update touched upon the focus of the MUI proposal and the tie in to the Wendt Commons Teaching and Learning Services group.
- CoE Assessment Projects
 - SLC Leadership Survey – all undergraduate and graduates, data can be shared with departments but it is not broken out by departments.
 - ECE Curriculum Change Initiative – early phase of survey development and possibly focus group that will look at the reasons why students choose the engineering majors they do. Will structure the list so that it can be separated by departments if possible.
- Assessment Resources: Greg Harrington mentioned that CEE is looking for help in developing performance indicators. A workbook on *Preparing a course Syllabus for Outcomes Based Assessment* was handed out for the purpose of providing the current 2011-2012 criteria relative to updating course home pages and syllabus with measurable learning objectives. There is also a definition of performance criteria (interchangeable concept with performance indicator) and how it relates to assessing learning outcomes. More ABET information on assessing student learning can be found on their assessment blog under May 29th posting at <http://programassessment.blogspot.com/> Contact Lafayette if you would like assistance in identifying performance criteria for your course assessment plans.

Next meeting date TBD.