CBA Assessment Committee
February 3, 2012
Minutes

Present: Xudong An, John Anderson, Annette Easton, Heather Honea, Kathy Krentler, Lois Olson, Amy Randel, Patricia VanDamme, Nik Varaiya
Absent: Theo Addo

1. Committee Demise

Following the successful passage of the new CBA Policy File, the CBA Assessment Committee ceases to exist. The committee discussed the process of transition that is anticipated from the Assessment Committee to the Program Assurance Committee. The Program Assurance Committee (PAC) includes elected departmental representatives. It was agreed that Krentler will request that each department chair provide the name of their departmental representative before February 24, 2012 – the first meeting of the PAC. It was further agreed that at the first meeting of the PAC representatives of the Undergraduate Program, Graduate Program, and EMBA Program will be invited to serve as full voting members of the committee.

2. CTL Luncheon

Krentler encouraged committee members to attend the CTL Luncheon on Wednesday, February 15 that will focus on the campus-wide transition to the use of WEAVE software for assessment reporting purposes. The program will include a presentation by Krentler on how the CBA has used WEAVE with the BSBA program common goals used as an example. Deans, associate deans, and department chairs across campus are receiving invitations.

3. Critical Thinking Workshop

The committee agreed that the “Best Practices in Critical Thinking” faculty workshop scheduled for Friday, April 20 and sponsored by the CBA Assessment Committee will go forth sponsored by the CBA Program Assurance Committee. Discussion then took place about the content of the workshop. It was agreed that the session should begin with a description of the concept of critical thinking and how it is measured for assessment purposes in the CBA. A panel of faculty will then describe various approaches they use in class to reinforce and apply the critical thinking skills of students. Varaiya, Olson, and Randel tentatively volunteered to sit on the faculty panel. It was agreed that a message from the dean and associate dean encouraging faculty attendance at the workshop would be a good idea as the date nears.

4. Mapping Exercise

The committee reviewed the latest version of the materials that will be used for the curriculum mapping exercise that will occur across the college in departmental meetings.
Materials will be finalized in the coming days. It was agreed that faculty should be asked to provide specific examples of activities that support their assessments. The exercise will be done with pencil and paper. PAC Committee members will input the data into WEAVE. The software produces curriculum maps which will then be shared with faculty members and departments across the college. Each departmental meeting will be attended by Krentler, the departmental representative to the Assessment Committee, and one additional Assessment Committee member.

Meeting adjourned 2:15 p.m.
This is the last meeting of the Assessment Committee

The first meeting of the Program Assurance Committee is Friday, February 24, 1:00 p.m.; Dean’s Conference Room