
Guest: Dave Ely

1. **Curriculum Item: Changes to the Minors**

   The committee reviewed a package of curriculum proposals that would adjust admission requirements to all minors in the college. It is proposed that students seeking admission to any CBA minor meet the 2.9 GPA minimum and have earned a minimum grade of “C” in any required preparation for the minor courses. These requirements are consistent with those in place for admission to the majors in the college hence putting them in place assures that students cannot seek a “back door” to a major through declaration of a minor. Committee discussion confirmed that there is no assessment of student learning implications to these proposed changes.

   The committee voted unanimously to approve all proposals in the package.

2. **Dave Ely on Applied Assessment Seminar Take-Away**

   Associate Dean, Dave Ely, joined the meeting to share with the PAC insights he achieved while attending the AACSB Applied Assessment Seminar this past summer. Dave’s material covered a wide variety of valuable insights. Of particular note are:

   - The AACSB now requires indirect (as well as direct) measures of learning.
     - The committee discussed various types of appropriate indirect measures and PAC members were encouraged to adopt them for their programs.
   - Assessment findings should be shared not only with faculty but with multiple parties including advisory boards and students.
     - The committee discussed ways to expand this sharing process beyond faculty members.
   - Sufficient resources should be directed to a school’s assessment efforts.
     - The committee informally evaluated the extent to which this is the case in the CBA concluding that resource support is mixed. Krentler will raise this issue with Dean Cradit.

   Ely shared additional information that will prove useful as the CBA’s next AACSB Continuous Improvement Review approaches.
3. **PAC Form Revision**

The PAC reviewed revisions that have been made to the Program Assurance Committee (PAC) supplemental curriculum form as discussed at its last meeting. The committee agreed that the changes result in a form that provides all information the PAC needs to review curriculum proposals and is consistent with the new Curricunet curriculum proposal process. It was noted, however, that the revised form specifically addresses course-level proposals and is not appropriate for program-level proposals. After consideration of a draft of a revised PAC form specifically for program-level proposals developed by Krentler, it was agreed that there should be no standardized program-level PAC form. Assessment issues related to program proposals that are not covered on the Curricunet form itself will be addressed individually by a given department’s assessment representative and the CBA director of assessment. The revised PAC form for course-level proposals has been posted on the CBA website along with a note indicating that there is no corresponding program-level form.

4. **Refinement of mission, PLGs, & DLOs; Term Changes**

The committee reviewed and discussed the specific components of Geoff Chase’s assessment memo (sent to all deans, associate deans, chairs, and assessment representative on 9-3-14) that related to refinement of the mission, goals, and outcomes for each degree. Two specific aspects of this material were addressed:

a. **Mission Refinement**

The PAC noted that at the time the campus adopted WEAVE, few CBA programs had established unique missions. Krentler placed the CBA mission statement into WEAVE as a place holder for these programs until the time that program missions were established. For many CBA programs, these place holders are still in place. All programs that have not established unique missions should do so. Departmental faculty are strongly encouraged to take this project on during the Fall 2014 semester.

b. **Term Change**

The PAC acknowledged and struggled to understand the changes in assessment terminology introduced in the Chase memo. After considerable discussion it was concluded that henceforth, “Goals” at the program level will be referred to as Program Learning Goals with the acronym PLGs and “Student Learning Outcomes” at the program level will be referred to as Degree Learning Outcomes with the acronym DLOs. As previously, DLOs (formerly referred to as Program-Level SLOs), link to (and are subservient to) one or more PLGs. Course-level student learning outcomes will continue to use that term with the recognized acronym of SLOs.
5. Reminders

Krentler concluded the meeting with the following set of reminders:

- **CTL Mapping Lunch – September 30**
  All PAC members are requested to attend.

- **CTL Rubric Lunch – October 8**
  Any available PAC members who are unfamiliar with rubric development are encouraged to attend.

- **PAC Mapping Workshop – October 3**
  The October 3rd PAC meeting will be a workshop on mapping that will allow PAC members to proceed in updating existing CBA curriculum maps.

- **PAC WEAVE Refresher – October 17 (Invite others . . . )**
  The October 17th PAC meeting will be a workshop on the use of WEAVE. This is meant as a refresher to PAC members. Others who would like to be introduced to WEAVE are encouraged to attend. Specific invitations will be issued to the dean, associate dean, and department chairs.

- **2013-2014 All data input to WEAVE – December 1**
  - 2013-2014 cycle will close on December 15

  Krentler confirmed that following the December 1st deadline for entering all 2013-2014 assessment data into WEAVE, the cycle will close on December 15th. This allows only a two week grace period hence PAC members should plan to work to meet the December 1st deadline without exception.

The meeting adjourned at 11:00 a.m.

**Next Meeting:** Friday, October 3, 2014, 9:00 a.m.; Dean’s Conference Room