Outcomes Assessment Committee Meeting
Tuesday, October 13, 2009

<u>Attendees</u>:

Kathy Morley
Pria Alpern
Nicole Nehrig
Valerie Lava
Trish Keogh
Kathleen Modroski
Gladys Schrynemakers
Sara Haden
Amy Ginsberg
Anne Zahradnik
Tina Zerilli
Mohammad Ghriga
Jacquie Fraser
Philip Wong
Carole Griffiths
Dawn Kilts

<u>Minutes</u>:

Assessment Plan:

Some faculty concerns as to whether this plan is the only way to do it
Many were overwhelmed

This document went out to committee members and departmental chairs in an email from Kathy.

The document can also be accessed through the LIU Brooklyn website by going to: Quick Links, Outcomes Assessment, it is on the bottom left-hand side of the main OA page.

Best approach to get started:

1. Develop mission statement
2. Identify five program goals—skills, attitudes, knowledge areas that you want your students to have by graduation (requires department to get together to discuss this, or email…)
3. Choose two goals to focus on this year
4. Complete objectives for those two goals

5. Curriculum mapping—suggest waiting until Spring, so to alleviate feelings of being overwhelmed
6. Update on actions that were done on assessments last year
7. Chart laying out assessment for this year
   a. Each page goes through an individual assessment
   b. Complete first three columns for November 15th: 1) write in goals to assess, 2) write 1-2 objectives for each goal, 3) identify which type of measure you'll be using (rubric, survey…)
   c. Focus on pages 5 & 7 if you're not ready

Learning objectives can be very specific to one particular aspect of a goal. The objectives cannot cover every aspect of each goal.

Middle States is looking for evidence over time and the website is going to be our evidence of what is happening, a record of an adopted assessment plan for the campus as it stands now. The website will have a form for each department where the assessment plan document will be recreated so it can be accessed by Gladys, Kathy, and Phil, the Deans, as well as the departmental committee member.

Suggestion to further simplify the process:
1. Concentrate on two student learning program goals for Phase 1
2. Identify the objectives corresponding to those goals
3. Then transfer it into the document and follow the steps

StudentVoice:

StudentVoice hosts a lot of webinars-- Ilana will send messages through web-server about webinar dates and topics, there is also going to be a calendar for Outcomes Assessment website with these webinar dates

Gladys has access to every project for the Brooklyn campus through StudentVoice

StudentVoice will give input into projects and can be very helpful

Can think out of the box with StudentVoice: For example, the School of Education used StudentVoice the faculty are the ones using the survey to

Dawn is using it to obtain thoughts of people outside of the school—the recipients of the School of Nursing's recent graduates—to evaluate where those students' strengths and weaknesses are in order to determine what the consumer wants and needs from our graduates so we don't teach only what we think we should know but also what those hiring our students want them to know.

StudentVoice gives you real-time data so you can see who has responded, what the data looks like so far…

Q: Is it possible to change responses once they've been submitted on StudentVoice?

A: Yes, can convert the online form to a Word or Excel sheet, do edits and publish what you want. You can't change their response to the survey but can manipulate it afterwards for reporting purposes.

Ilana Kramer is the StudentVoice expert and can be of assistance with developing rubrics, etc…

Responses can be anonymous on StudentVoice.

We have five iPod Touch tools to get surveys done in real-time. They can be checked out from Gladys' office.

It would be helpful to have another level of webinars that address more complicated topics rather than just the very basics.

If you have your own iPod Touch you can get the StudentVoice app and use that— talk to Ilana.

There is a StudentVoice link on the OA website.

Exercise Handout:

Differentiates between goals and objectives and gives examples of each.

Objectives will always be more precise than the goal and can be directly measured.

Important to clearly articulate the goals and objectives and set the standards high.

Outcomes Assessment Website Walk Through:

How to get to StudentVoice from the OA site—link on main page

Core & Pre-Core Assessment has our mission statement

Additional Resources—has assessment glossaries, sample assessment efforts…
We're looking to build this part so additions from other departments are welcomed

There is a link to the Outcomes Assessment Forum on the main page but not currently in use so we should start using it.

Mission Statements:

<u>Levels:</u>
University Mission
Campus Mission
School Mission
Departmental Mission
Divisional Mission

There should be a mission statement at each level with increasing specificity.

College of Wooster Mission Handout:

May be helpful for developing a mission and goals

Program Assessment Plan: Mission Worksheet

How to start developing Program Goals—for student learning—the level is "program" but the goals should all be geared towards student learning

This document will be emailed so the links will be active and it can be distributed departmentally.