

**Assessment Committee**

**Thursday: January 26, 2017**

**12:30 – 2:00**

**Clocktower**

**Present: Absent: Recorder:**

**Claudette Dupee Lisa Murphy Joy Locher**

**Dianne Fallon**

**Cathleen Ferrick**

**Paula Gagnon**

**Rita Perron**

**Annette Tanguay**

**Meeting Minutes**

Academic Dean Paula Gagnon attended the meeting at the invitation of Dianne Fallon. Stefanie Bourque will no longer chair the committee due to her new position as Continuing Education Director. Paula has chosen herself as the Academic Affairs replacement and the committee welcomed her request to join them. Paula comes with experience with NEASC watching its evolution from being satisfied that a college was working on assessment to requesting results and use. Rita Perron asked if NEASC would want to see the research and Paula responded that they may wish to see the loop closed. Paula will be part of a visit to Roxbury CC and her training and experience will be valuable to the committee.

Dianne Fallon asked who would like to chair the meetings. Responsibilities of the chair include organizing and running the meeting as well as organizing priorities. Rita suggested a facilitator in addition to the chair but the committee didn’t feel it were big enough for that. The chair would not be responsible for doing things that Stefanie did like analyzing projects.

Cathy Ferrick volunteered to be chair. At 12:45 the meeting was called to order. Claudette Dupee made a motion to approve, followed by multiple seconds and passed.

Dianne Fallon made a motion to approve the October 27, 2016 minutes, seconded by Claudette Dupee and passed.

The committee formed an agenda consisting of:

1. Projects
2. Global Awareness Rubric
3. “Rubric Rumble” Email
4. Projects

Samples will be read by two people. Dianne remarked that the results have not been analyzed or reviewed to see if tie breakers are necessary. She also suggested that the committee pullout a smaller sample for quantitative competence. Someone on contract will analyze the results. Rita was concerned about outlier reliability and suggested that the committee establish a standard with a bigger sample. Dianne and Paula will look at outliers and attempt to report back at the next meeting. Dianne suggested that at the next meeting norming should be done for Information Literacy and the committee agreed. The committee will mark those they think may be used for Quantitative Competence.

1. Global Awareness

Annette Tanguay read the ILO description. She shared that her research of this ILO includes awareness of your own place in the world. Annette will email the rubrics she has to the committee members. Some committee members are aware that Lisa Murphy is developing something for use in her sociology classes for Global Awareness probably for use in the fall. There was discussion as how to proceed with the development of the rubric. There was discussion of surveys, choosing key courses, looking at syllabi, and mapping. The committee agreed to create a faculty survey by end of spring to aid in informing the rubric and project. Dianne, Paula, and Cathy will work together on creating the Survey Monkey for the survey. The committee requested the group report back at the next meeting.

Annette suggested an assessment update newsletter with a feedback form to keep instructors informed as to assessment committee’s activity/projects. This could be rolled into the new assessment position.

The committee recognized that the development of rubrics had been a deliberate, slow process. Cathy confirmed that the next two rubric projects – Information Literacy and Quantitative Competence - will be down with the same samples and that the analysis will be done over the summer with the plan to share and generate interest in the fall.

1. Rubric “Rumble” Email

The committee requested more information about what to do with the rubrics attached to the email about the rubric meeting Paula went to. Due to the Gen Ed block transfer system all community colleges have to “speak the same language” to avoid having each course reviewed for transfer. The information is to be regarded as valuable, to be kept in mind as the committee develops rubrics. Annette inquired as to how well students transfer. An older (and only) Advantage U study showed community college students did better than USM’s students.

Following a discussion of the perception of community colleges, Dianne made a motion to adjourn, seconded by Rita Perron and passed at 1:40pm.