

Assurance of Learning Steering Committee Minutes

Second meeting: November 19, 2013

Members Present: S. Scott, Chair; D. Fischer, V. Manlow, M. Grayson, H. Friedman, and S. Williams

I. Discussion on Learning Goals Survey

Committee decided to distribute the learning goals survey to individual faculty by email and in mailboxes prior to the winter break; give them the ability to edit any of the goals

- a. S. Scott to make the following changes recommended by committee: Use a Likert scale; add additional goals of teamwork, quantitative reasoning, and qualitative reasoning; change problem solving to include critical thinking and logic; instructions to survey should ask faculty to edit any goals and to add any others they choose
- b. Committee discussed other changes to learning goal draft, but decided to leave as is for faculty at large to comment . How do we show improvements to the students?

II. Writing Curriculum

- a. How can we add writing to the curriculum but keep it manageable?
 - i. Realistic rubrics.
 - ii. Find a trend to determine what majors or sections are struggling or thriving the most.
- b. First assessment will be done in January with sample writings from each seminar section to determine the level of proficiency students possess currently
 - i. S. Scott recommended we establish a common paper across sections to make assessment easier and a rubric more effective. Others offered that the topic should change by semester to avoid plagiarism.
- c. We are planning on adding two field graduate tutors to help with student writing in January 2014. Will need examples of excellent student writing so they can see what faculty expects from students.
 - i. S. Scott and V. Manlow will meet with resource people on campus as to how to effectively use tutors.
 - ii. They need to act more as tutors and shouldn't be doing the work for students.
 - iii. S. Scott said that she would need volunteers to work on assessment of papers during the winter break. She will let everyone know how many papers will need to be done. She will also send the rubric for doing them.

III. Foundation and Business Core

- a. M. Grayson commented that core curriculum was not mandated by AACSB. S. Scott noted that every business school that is accredited has a core curriculum. Also, AACSB states that all business students are expected to have basic knowledge of all business department functions.
- b. H. Friedman suggested that calculus does not need to be in the core curriculum. D. Fischer and S. Williams pointed out reasons other schools require calculus:
 - i. Weeds out students that are unlikely to have requisite skills for doing upper level work.
 - ii. Removing it would send a signal to other schools that the program is not rigorous
 - iii. Students that want to apply to grad school would be disadvantaged without it
- c. A short discussion followed on whether it should be replaced by a more applicable math course. It was noted that Business Ethics was being taught by the Philosophy department. M. Grayson reported that they were not covering what was needed. S. Scott said they were willing to modify curriculum to lean more towards a business context.

IV. S. Scott asked what is in the Computer Applications course CISC 1050 syllabus and could it be modified to meet the Technology Proficiency goal. A discussion took place on how technological tools fit with the other learning goals. Others asked if an upper level course could better focus on technology more useful in the individual disciplines

H. Friedman questioned whether Macroeconomics needs to be 4 credits. Discussion was tabled.

- a. It was explained that current Seminars should be Capstone Courses and are currently the writing intensive courses. S. Williams said that she is teaching auditing and just found out it is writing intensive.
 - i. It was noted that no capstone exists in the Economics curriculum.
 - ii. S. Scott said that capstone should be integrated across disciplines but others commented that their respective departments did not have an integrated course.

V. AOL committee progress

- a. Committee member will report to their departments during next department meeting on activities. They will inform faculty of the survey being distributed

and encourage their feedback. They will make sure AoL is on the agenda of every department meeting.

- b. Starting fall semester, relevant learning goals addressed in the course should be stated in the syllabi

The next Assurance of Learning meeting will take place after winter intersession. By then the writing examples will be assessed and a report issued.