Members Present: John Beard (Chair), Ellen Arnold, Teresa Burns, Judy Engelhard, Dodi Hodges, Tom Hoffman, Jim Luken, Brianne Parker, Barbara Ritter, John Steen, Dennis Wiseman

Members Absent: Kristal Curry, Michael Latta, Vivian McCain, Chris Mee, Carol Osborne, Nelljean Rice, Josh Vossler, Deborah Vrooman

Guests: Holly Legg (for Vivian McCain)

I. Welcome and Approval of Minutes

John Beard, Chair, convened the meeting at 2:00 p.m. in EHFA 164 and welcomed all present. The minutes from the meeting on February 29, 2012 were part of the packet distributed to all attendees. The Chair asked if any modifications to the minutes were recommended. A motion to approve the minutes as submitted was offered by Judy Engelhard, seconded by Jim Luken, and approved by the committee.

II. State of Student Learning Report – College of Education

- Dr. Judy Engelhard, Assistant Dean & Associate Professor; College of Education

Judy Engelhard began her presentation by indicating she was going to use a “big picture” approach in her discussion of assessment in the Spadoni College of Education (SCOE). Assessing the education programs requires meeting many standards as set for by National Council for Accreditation of Teacher Education (NCATE) and the specialized professional associations for each program. These national organizations are listed on page 3 of the distributed handout. Each program has a different set of requirements, all of which must be met in order to be nationally recognized. There are accrediting bodies at the state level ADEPT, Commission of Higher Education (CHE) and the SC Department of Education (SCDOE). ADEPT is South Carolina's system for Assisting, Developing, and Evaluating Professional Teaching. At the University level all academic programs are required to meet the Southern Association of Schools and Colleges (SACS) requirements. The college currently is working on a process to streamline the requirements for each of the accrediting bodies. Two systems, TEAL Online and LiveText are used to collect and store assessment data.

A TEAL Online Planning Guide is being created in order to streamline the assessment process.

In the SCOE each program is required to satisfy 6-8 key assessments and complete a Program Assessment Report (PAR). Detailed information is included on pages 8-13 of the handout.

The Teacher Work Sample (TWS) has several trouble spots of concern to the college and several themes have emerged that are being addressed. TWSs are very large projects consisting
of several sections with requirements specific to each. Page 17 summarizes the performance of SCOE graduates in each program.

In terms of assessment and accreditation, the direction the college is heading is as follows:
- Determining how graduates impact P-12 student learning
- Planning a replacement for the TWS in order to improve graduates’ impact on student learning

III. State of Student Learning Report – College of Science
- Dr. Tom Hoffman, Associate Professor; College Assessment Coordinator

Tom Hoffman began by indicating this presentation would be an update on what the College of Science has been doing in assessment. Several program highlights were presented:

- The Recreation Sports Management has a nice assessment, specifically, an exit interview that all graduates participate in. As a result of the graduate’s input several curricular changes have been made.
- Chemistry, Physics, and Sociology faculty are engaging in conversations regarding assessment.

Prior to Fall 2011 the focus was on developing student learning outcomes. During the Fall 2011 semester the college assessment committee was formed. This committee reviewed and provided feedback for all TEAL Online reports for the college.

In Spring 2012 all programs presented to the assessment committee and shared their plans for the upcoming academic year, 2012-13. Based on the presentations it was learned that what departments are actually doing and what is in TEAL Online are two separate things. In fact, programs are engaging in meaningful assessment activities but there seems to be confusion as to how to relate this to TEAL Online. Also in Spring 2012 the departments began developing curriculum maps. The next step is to tie the courses back to the student learning outcomes previously developed. When new courses are proposed it will be necessary to tie them back to the curriculum maps.

Plans for Summer 2012 include:
- Compiling of the curriculum maps into one reference document – a curriculum atlas
- Checking the maps for uniformity and consistency
- Designing a continuous improvement report as TEAL Online has limitations (e.g. the inability to add graphs as part of the narrative). These reports will enable the programs to report on what they are really doing. These reports will be due in January in an attempt to encourage dialogue and data sharing among faculty.
- Developing a plan to incorporate assessment reporting into the departmental end of year reports. In addition, reporting of assessment activities may be included in the tenure and review process in order to demonstrate the value of assessment.

In Fall 2012 plans include sharing the curriculum atlas with the college’s assessment committee. In addition, departments will be encouraged to engage in assessment discussions.
In Spring 2013 departments will be submitting their continuous improvement reports mid-January. Reports will be reviewed and feedback shared. Final reports will be due in March with the anticipation that the reports will be tied to budget requests. Dean Roberts is considering offering a small incentive for the best report.

Discussion continued regarding the importance of ongoing assessment activities and improving the assessment process. Although SACS reaccreditation is no longer the driving force behind requiring assessment reporting, assessment in and of itself is an important activity.

IV. Assignment for Final Committee Meeting

A. Review Your Responses to the 2010-2011 Assessment Reports in TEAL Online

B. Review the 2011-2012 Assessment Plans Currently Posted in TEAL Online

C. Review the State of Student Learning Reports

D. Decide Upon Any Recommendations to Make for Next Year; E-Mail These to johnb@coastal.edu

Please forward recommendations for assessment activities that might be considered for the coming year. As part of this committee’s end of the year report it is expected that 5-6 recommendations are included.

V. Announcements or for the Good of the Order

None

VII. Adjourn

At the next meeting Jim Luken will briefly discuss assessment and the graduate programs. With no further agenda items to address, the meeting adjourned at 3:10 p.m. The next committee meeting is scheduled for May 2 at 2:00 in Arcadia 120.