CLASS Meeting Minutes

Thursday November 21, 2019

12:00-1:30pm; CE-242

I. Discussion Items
   a. The role of CLASS in influencing and supporting a culture of continuous improvement; The role of CLASS in professional development on campus Review CLASS Charge 2016
      i. CLASS migrating from Academic to Institutional.
      ii. Faculty Perception has come a long way. What is it that you are doing for the program. Everyone has done something legitimate with Assessment and has proven to be helpful. Shouldn't rely on WSCUC for reviews.
   b. Choose a landscape that represents your understanding of the current state of assessment and continuous improvement (1) for yourself and (2) for the unit you serve. Be prepared to discuss how that landscape represents your understanding.
      i. What the institution is really doing with assessment information. Fear of the check-box limitation.
      ii. Rocks are the institute. Fog is learning and what people have done.
      iii. Why do universities exist? We are teaching people new things. How do we know they are learning? Have to asses. There is a huge disconnect, lack of accountability lack of support, constant change of administration. What is your accreditation team telling you? Look at what other institutes accreditations are doing, template of their assessment plan.
      iv. Had conversations that programs are based on Student Outcomes.
      v. Clockwork: in the picture: Everyone on their pace. Chaos of the day, restrains, visits from WSCUC, managing is occurring, recreating the wheel. Activities always change, administration is changing and program coordinators are changing as well.
      vi. Accept it, understand it, but feel it's a lonely giraffe, hard to motivate people. Faculty generally accepting, some don't like the way it's done, but move on. Always a certain group. Some want to do it better.
      vii. Seasonal sometimes its calm, turbulent and progress is made. It does count. Proud of the progress.
   c. What are the barriers: awareness, willingness, ability???
      i. Need to bring awareness of assessment.
      ii. Perception that assessment is associated with administration; can be looked at as "us vs them". Not just awareness, but actually doing it; identify it.
      iii. Miscommunication. Give stakeholders the whole picture of the process. The reputation of the program takes a lot of effort.

d. Needs assessment on the SRS: **srs.campuslabs.com; connect ID 26483**

What are our top 3 needs? What would an immediate win look like for you in assessment and continuous improvement right now?

There were nine participants in the poll and they could choose as many items as they wished for this question.

According to the poll, the top 3 needs are:

1. Creating an assessment plan (6 responses)
2. Taking action on assessment results to improve (6 responses)
3. Getting colleagues involved in the assessment process (6 responses)

Other responses include:

- Aligning course outcomes with program outcomes (3 responses)
- Presenting and communicating assessment findings (3 responses)
- Engaging colleagues in interpreting results (3 responses)
- Revising student learning outcomes (2 responses)
- Articulating non-academic/co-curricular outcomes (2 responses)
- Aligning program outcomes with ILO (1 response)
- Creating priorities in unit assessment efforts (1 response)

Open ended responses for, *Describe any other areas in which you (or your colleagues) need support this academic year.*

- Improving our learning goals in alignment with our mission, ILO, and implement better analysis of results
- Using technology to draw across colleges
- Learning how to use Campus Labs
- New assessment tools

What mode of assistance would be ideal for you or your colleagues?

1. Workshops (3 responses)
2. Opportunities for peer dialogue and exchange (3 responses)
3. Consultations (2 responses)
4. On-line materials (2 responses)
5. Other:
   - Incentives
   - Feedback from CLASS on GE plan
   - Face-to-face
   - Hologram
   - Response to lack of accountability

e. SRS: **srs.campuslabs.com; connect ID 26483** - We know CLASS is kicking ass when… Elevator speech – what is our reason for being now??

Two responses were submitted

We know CLASS is kicking ass when…

- We discuss closing the loop
- When campus constituents (top to bottom) can provide a quick summary of evidence linking to learning outcomes

II. Action Items
  a. Brainstorm CLASS workshop/training/professional development activities for 2019/20
    i. Workshops about course-level student learning outcomes along with TRC.
    ii. Engaging curriculum committees in assessment awareness in curriculum design (faculty supporting faculty) and keeping CLASS in a consultative role with regard to curriculum design
    iii. Professional development on sampling procedures for student artifacts
    iv. Recruiting, training, and calibrating raters of student artifacts for GE and program learning outcomes
    v. Developing and implementing rubrics for course and program learning outcomes assessment; using technology to support these processes with ATI
  b. Feedback on CLASS web pages
    i. Have a page for Institutional and Continuous Improvement, but waiting on Student Affairs to get their team together; Add links of departments once the structure is finished
    ii. Roster of CLASS Membership and link it to the page. Putting contact information if some needs to contact someone
    iii. Assessment Tools & Resources - Send stuff to Judy, Stephanie or the Assessment Office to add on to this page; Link to Campus Labs should be added

III. Announcements
  c. Member announcements
    ▪ January: Side Meeting with Campus Labs Consultant along with ATI
      • Probably missing an alignment piece. Does not align with the assessment piece.
    ▪ Templates for Accreditations: Follow Up on it.

2019/20 CLASS Meeting Schedule CE-242 12:00-1:30pm (note exceptions)
All meetings will be available on Zoom, meeting ID 9095375628
Winter 2020
  Thursday January 16, 2020

Thursday February 13, 2020 – Assessment Learning Community (12:00-2:00pm)
Thursday March 12, 2020
Spring 2020
Thursday April 16, 2020 – Assessment Learning Community (12:00-2:00pm)
Thursday May 14, 2020