

## AAG Meeting Minutes 4/4/16

**Attendees:** Sarah Mulhall Adelman, Sheree Arpin, Marian Cohen, Andrea Gorman, Zhe Li, Patricia Lynne, Vinay Mannam, Mark Nicholas, Brianna Plummer, Charles Sachs, Rebecca Shearman, and Rui-Rui Zhang

**Time:** 1:30PM – 2:30PM

**Location:** PCR2

**Introductions:** The meeting began with brief introductions

### **NEASC Standard 8**

- Nicholas shared the NEASC standards for Educational Effectiveness.
- The group reviewed if the current assessment infrastructure at FSU meets NEASC standards for Educational Effectiveness.

### **Assessment Plan Template for Undergraduate Academic Programs**

- Nicholas advised AAG members to visit the undergraduate program assessment website page to confirm that their department assessment plan is up to date. Departments that have recently split into two may need new assessment plans.
- Departments were encouraged, when creating new assessment plans to use the assessment plan template created by the office of assessment.

### **Developing a timeline for Annual Assessment Reports**

- Academic departments will create annual assessment reports in response to the NEASC inventory of Educational Effectiveness indicators for undergraduate programs. This report will use the template circulated by the Office of Assessment.
- The AAG addressed the issue of programs with small graduating classes not being able to collect a large enough sample in a given academic year.
- AAG members unanimously agreed that academic programs should submit their annual program assessment report to the Office of Assessment by January 15, each year. The report will include data from the previous academic year. The first such report will be due by January 15, 2018.
- This does not apply to programs with special accreditation

### **Funding Needs for Program Assessment**

- Nicholas is currently working with Academic Affairs on programs receiving a set amount of money for program assessment initiatives.

- Assessment coordinators must have completed and submitted their annual assessment report in order to receive the funding.

### **Collecting and Analyzing student demographic data in Gen Ed and Program Assessment**

- Shearman informed the AAG that the assessment office would like to make an effort to collect student demographic data for general education assessment.
- After a discussion on challenges on collecting student demographic data for institutional assessment, it was decided that Nicholas and Cohen (IRB Chair) will meet to further discuss the implications of collecting student demographic data from an IRB perspective.

### **Changes in scoring procedures for Gen Ed**

- Shearman and Nicholas discussed a new approach to assessing Gen Ed artifacts. In the new approach, raters would score 10 artifacts on campus immediately after norming sessions and the rest separately but within a week of the norming session.
- The Office of Assessment will pilot TaskStream as a technology solution for general education assessment. The pilot will be conducted in summer 2016.

The AAG meeting ended at 2:30PM.