Minutes
Assessment Oversight Committee
Jan 25, 2010

Present: Shane Drefcinski, Duane Ford, Margaret Karsten, P.B. Ravikumar, Matthew Roberts, Amanda Tucker

Guests: Teresa Burns

1. Members and guests were introduced. Karsten moved and Tucker seconded a motion to approve the minutes of the December 14, 2009 meeting. Motion passed unanimously.

2. There were no announcements.

3. Teresa Burns discussed more details about the earlier distributed documents on the Assessment Plan for Women’s and Gender Studies Minor, Program Plan for Assessment of courses meeting General Education Gender Studies Requirement, and the Topics, Expectations, and General Education Outcomes for WS 1130 Introduction to Women’s Studies. Major points addressed were as follows:
   a. Since the last assessment plan for the Women’s and Gender Studies Minor was generated in 2006, the program has changed its name to Women’s and Gender Studies. The change resulted from the decision of the program council that the new name was better reflective of what is taught and what can be assessed vis-à-vis the minor and certificate in Women’s Studies as well as the general education requirement for gender studies.
   b. An ad hoc committee of members from the Women’s and Gender Studies Program Council composed a revised set of expectations for what all instructors in WS1130 (Introduction to Women’s Studies) should cover in the course.
   c. The Women’s and Gender Studies Minor program cannot directly assess courses developed in other departments but the program council is actively involved on this issue.
   d. The list of topics in WS1130 that the program expects instructors to address was discussed. It was recognized that some of the topics had overlapping characteristics and that these topics could be taught from different perspectives such as humanities or social science.
   e. Ford inquired as to what broad aspects were learnt from the assessment of the minor program. Burns replied that
      i. Many students choose the program due to faculty explaining the program and its details.
      ii. Majority of the students are from the Colleges of LAE and BILSA in the minor program.
      iii. Even though the number of minors in the area of Women’s and Gender studies in limited compared to some other institutions, a vibrant General Education program addressing key topics in the area provides a good balance.
f. In response to another question from Ford as to whether the General Education courses are having the desired impact, Burns replied that the senior survey helps this assessment somewhat but course by course content and assessment is a better option to assess. Burns also identified that bringing in students at freshman level with greater variety of instructors and courses would help. Teaching evaluations are not used in the assessment because of significant differences in the assessment by various departments. Ford suggested that the pre and post surveys could be revised to gather more information as to how well General Education courses were having the desired impact.

4. The draft response to Faculty Senate questionnaire prepared by Drefcinski was discussed. Ford suggested that AOC should connect better with APC besides just staggering their respective activities about assessment. Following further discussions, the draft was revised to include a recommendation that an APC member serve on the AOC committee as well. The revised draft will be approved by the AOC after Drefcinski sends a formal version to the AOC members.

5. The draft AOC Summary of Study Abroad Assessment Review was approved unanimously.

6. The meeting adjourned at 4:50 pm.

Respectfully submitted,

P.B. Ravikumar