Minutes
Assessment Oversight Committee
Feb 14, 2011

Present: Shane Drefcinski, Dominic Barraclough, David Boyles, Thomas Hunt, Arthur Ranney, P.B. Ravikumar

Guest: Philip Sealy

1. Minutes of the December 13, 2010 (with minor changes) and January 24, 2011 meetings were approved unanimously.

2. Drefcinski announced the inclusion of Arthur Ranney as a replacement member of the AOC.

3. Item #4 of the Agenda was taken up ahead of Item #3. AOC’s Summary of Chemistry was discussed as a result for approval. Following Hunt’s observation that the statement about providing course data was vague, changes were made to the Summary and approved by the AOC. Following a suggestion by Hunt, Drefcinski agreed to forward the Summary changes over to Tim Zauche, Chair of Chemistry for his review. In the context of the issues discussed in the Summary, Boyles pointed out that in general more assessment information must supplement submitted data.

4. Sealy described the Electrical Engineering Assessment using supplemental documents that were provided earlier to the AOC. Sealy concurred with Drefcinski’s observation that some of the date in the documents related to previous assessment. Electrical Engineering assessment is now more focused on improvement of levels rather than just meeting set levels in various categories. Also, the importance of objectives is also now looked into rather than just the satisfaction of objectives. Regarding topics such as engineering ethics, Sealy mentioned that such topics are now discussed in small lectures in many classes rather than extensive lectures in a few classes so as to avoid compromising important electrical engineering content. Following Boyles’ query about any new assessment plans and outcomes that are different from the previous one, Sealy discussed the new strategy of administering an early-semester test on pre-requisites in courses. He said that although the tests were meant for review by students, upon grading the tests, error patterns were found. This resulted in error tally sheets that help to better address deficiencies in the knowledge of pre-requisites.

5. There were no other items of business brought up by the committee membership.

6. The meeting adjourned at 5:15 pm.

Respectfully submitted,

P.B. Ravikumar