**Western Connecticut State University**

**Assessment Committee**

**Date: 2/23/22**

**Time:** Meeting called to order at 3pm by J. Ort Chair

**Place:** virtual, webex

**Attendance**: J. Ort, S. Young, J. Wilcox, B. Vernon, B. Hall, P. Hull, Lai Vo, A.Lin

**Excused**: W. Cramer, T. LaPorta

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| **Topic** | **Discussion** | **Outcome/Action** |
| **Acceptance of minutes January 2022** | No revisions needed. Motion to accept minutes J. Wilcox, seconded P. Hull | Unanimously approved |
| 1. **Old Business** 2. **Learning Outcomes** 3. **Bylaws** 4. **Collaboration with GenEd Committee** | 1. J. Ort informed committee of Senate discussion regarding the proposed changes to the creative thinking rubric. Dr. J. Guzda from the Communication Dept. shared her departments concern regarding the original language in the creative thinking rubric, and that her department had not reviewed our proposed changes. S. Young shared an email from Dr. Guzda stating she felt the new proposed language was acceptable but, wanted to bring it back to faculty in her department. S. Young emphasized the importance of bringing the proposed learning outcomes to a vote next month as we are now getting closer to the end of our timeline. 2. Bylaws have been submitted to Senate for approval. Senators to bring to faculty. Will be brought to next Senate for vote 3. J. Ort stated that the Gen Ed committee is overwhelmed with competency assessment at this time and have table this discussion for now. | Ongoing until approved by Senate  Ongoing until approved by Senate  Ongoing |
| 1. **New Business** 2. **NSSE** 3. **Next steps** | 1. Discussion began with J. Wilcox explaining how NSSE results are utilized at WCSU, ie: reported out in NECHE self-study. B. Vernon verbalized concern as to whether students understand what high impact courses are among other prompts in the survey. Discussion continued with J. Wilcox explaining the survey process – In October he sends a list of student names to Indiana University and refines said list in January. Indiana University utilizes the list to email students, freshman & seniors, the survey. The Provost emails the same students about the survey and why they should complete it. Results of survey are sent to J. Wilcox and the WCSU President. J. Wilcox shares the results with the Provost. J. Wilcox informed the committee that this past survey had an increase in compliance, with a 27% response rate.   Discussion progressed to recommendations for this committee to develop instructions/definitions regarding components of the survey. J. Wilcox will use the results of this work to create directions in Bb for students to follow regarding the survey.   1. S. Young proposed the next steps should be to map the learning outcomes across competencies. J. Ort recommended mapping learning outcomes across programs. S. Young shared the Mass Maritime templates for learning outcomes. Committee agrees on the use of the Mass Maritime template. 2. No other new items identified. 3. Motion to adjourn at 4:05pm made by P. Hull, Seconded by B. Hall. | Committee members will review survey and identify possible topics for clarification and definition to create directions for student completion of survey.  Discussion is ongoing  S. Young will map out learning outcomes to competencies. J. Ort will map learning outcomes to programs. Discussion is ongoing |
| 1. **Next meeting**   **March 23, time 2-3:30**  **Via webex** |  |  |

Respectfully Submitted,

Jennifer Ort