

**Academic Foundations Committee
Minutes**

November 13, 2007

Present:	Oliver Chen	Mark Hardt
	Lea Zoltowski	Kathy Kelker
	Barb Pedula	Jane Howell
	Brent Roberts	Tasneem Khaleel – ex-officio
Absent:	Abbas Heiat – <i>excused</i>	
	David Garloff – ex-officio	Gary Young – ex-officio
	Mary Susan Fishbaugh – ex-officio	Karen Heikel – ex-officio
	John Cech – ex-officio	George White – ex-officio
	Stacy Klippenstein – ex-officio	
Presiding:	Mark Hardt, Chairperson	

Mark Hardt called the meeting to order at 3:50 p.m. in the Bridger room of the SUB.

The minutes of October 23 were accepted as presented.

I. Discussion/Action Items

A. What is the most important topic for Friday's Info Session?

It was noted that the hardest part of using eCompanion for assessment is getting faculty who have never taught an online class set up to run eCollege.

It was cited that NWCCU does not necessarily require us to track the outcomes results of each individual student. Class averages are just fine. It was cited that even if some students fail the outcome objectives, the class in general may pass the objective. It was noted that Academic Foundations instructors sometimes have to serve two masters: the objectives of the specific class and the Academic Foundations objectives.

It was noted that the AFC still has to decide what kind of scale the assessment results should be in to make it common to all Academic Foundations courses.

B. Embedded Assessment PowerPoint (Dan Gretch's presented by Tasneem Khaleel)

It was noted that we will not be gathering demographic data on the Academic Foundations students as Dr. Gretch had hoped. However, the "end" assessment of Academic Foundations when students are seniors could provide demographic data. It was cited that we can also use that demographic data for grant writing. For instance, if a particular

ethnicity or age group does not do well in Academic Foundations, we could use the assessment data as evidence and write a grant to improve the learning of those students. It is meaningless to collect data if you do not do anything with it.

C. AGLS Conference: Dean Khaleel

Dr. Khaleel noted that she started her presentation with who we are and why we needed to begin an assessment program—citing both Board of Regents and NWCCU requirements. Then she presented the Embedded Assessment PowerPoint. She also noted that 90% of the schools at the conference are still talking process. Only about 10% are where we are. Only Spaulding University was ahead of us. Spaulding set a goal for their assessment results, and if the goals were not met, they responded. She presented some of their results.

It was noted that at MSUB, we are missing the link from faculty collecting the data to where it goes. Where is the data from Spring 2007?

D. Agenda for Fall 2007 Retreat for Academic Foundations Faculty Friday, November 16, 11:30 a.m. to 2:30 p.m., COB 355

It was noted that examples are probably very important. We could show the Spaulding data as an example. It was noted that the Library has taught LS 125 (Research in the Information Age) both online, last semester, and in person, this semester. Perhaps they could show their assessments as examples of the differences between the two. Faculty seem to be most interested in how eCompanion works for on-site courses.

It was noted that the COT session on November 19 had to be cancelled. Wednesday, November 28 at 9:00 a.m. will work. It was cited that anyone that cannot make the Friday session could be invited to the COT session.

It was noted that the Committee could make an hour-long presentation while the attendees eat lunch, and then time afterwards could be used for question and answer on eCollege.

The agenda was agreed:

- Mark Hardt will present the Embedded Assessment PowerPoint
- Jane Howell will speak on the results of the mock NWCCU accreditation visit
- Tasneem Khaleel will speak on the Spaulding University examples
- Brent Roberts will talk about eCollege
- One of the Librarians may present examples of assessment for LS 125
- Following will be two hours of individual assistance and Q&A with Brent Roberts

It was noted that during the Q&A session we could run the Spaulding examples on a rotating PowerPoint.

The meeting adjourned at 4:55 p.m.

Respectfully submitted, Rita J. Rabe Meduna.