

McCoy College Assessment Committee

Meeting Minutes

Meeting Date: April 3, 2008 in the Minifie Oil & Gas Conference Room

Members Present: Cook, Ross S., Suh, Tanner, Keeffe

Ex-Officio Members: Olney (Olney by e-mail)

1. The committee reviewed and discussed the embedded course results report from College goal 2 (critical and analytical thinking) and goal 3 (information technology). Minor changes were made to the wording of some sections of the report and the report is currently being reviewed by members of the Assessment Committee. The report should be ready for posting to the McCoy College Assessment web page and distribution to the faculty at large in the next ten days.

A specific outcome of the discussion was the need to create general guidelines, to include a common numerical grid, for core course coordinators for reporting data according to the “exceeds expectations, meets expectations, and does not meet expectations” criteria to be distributed to core course coordinators. The committee felt that by having these expectations, there would be more consistency between departments in reporting assessment results and a general reduction of the ‘noise’ found in comparing the data across core courses.

2. The committee reviewed the changes to CBA PPS 2.04 – “Planning, Developing, Monitoring, and Assessing Undergraduate Curricula in the McCoy College of Business Administration” made by the Governance Committee and CBAC. The committee discussed several sections of the PPS with emphasis on how assessment data will be presented to the Undergraduate Curriculum Committee. The committee agrees, in principle, to the changes made to the PPS, noting that the PPS has yet to be approved by the McCoy College and implemented.

3. The committee discussed the memo from Dr. Jon Bible, Chair of Undergraduate Curriculum Committee, with emphasis of the college goal structure and other concerns identified by the Assessment Committee. The committee agrees with the suggestion to rework the Course Alignment Grid to show only major goal categories for public consumption and use the sub-parts as non-exhaustive examples of how the macro goal can be accomplished to provide guidance for core course coordinators. This revision will be completed before the end of the spring 2008 semester.

4. The graduating senior survey has been reworked to reflect minor changes in the college (such as the transfer of the computer lab control to University IT services) and the revised survey will be transmitted to MGT. 4335 professors for administration this spring term. Additionally, the committee agreed to meet to finish discussion of the Alumni Survey results and complete the report before the summer terms.