

INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

MEETING AGENDA

9/24/2020

4 pm via Microsoft Teams

AGENDA ITEMS

Procedures

- | | | |
|---|------------------|-------------|
| I. CALL TO ORDER 4:08 | <i>DeKay</i> | Action |
| II. CHANGES TO AGENDA | | |
| a. Would anyone like to add something to the agenda for discussion? No | <i>DeKay</i> | Action |
| III. APPROVAL OF MINUTES We recorded the session and the recording did not work so there are no minutes from last time to approve. | <i>DeKay</i> | Action |
| IV. OPEN ISSUES | | |
| a. HLC 2021 Visit –389 days away- Progress Report (Teams) We will be having a criterion overview for the campus in October | Jensen/Moore | Information |
| b. IUPUI Virtual Conference 10/25-10/28 keep on your radar | <i>DeKay</i> | Information |
| c. HLC Standard Pathway Seminar (10/18 & 10/21) Criterion Chairs Has been paid for | <i>DeKay</i> | Information |
| d. HLC Assessment Academy Mid-Point Roundtable (10/28-10/30) Chicago Team. We have an assignment that Todd forwarded yesterday due by 10/15. If you are teaching you need to make other arrangements. | <i>DeKay</i> | Information |
| e. Taskstream Tasks 2020-2021 update CDL/OTA/Biology upcoming. We still need to finish Automotive. The others are on target: nursing, Office management technologies, CIS, Business Administration. | <i>DeKay</i> | Information |
| V. NEW ISSUES | | |
| a. Student Comments/Thoughts No student attended | <i>Galindo</i> | Information |
| b. Verification Visit Comments Thanks all for help on the HLC Visit. Recommendations: document thoroughly! Lots of positive comments from reviewers. Theme throughout should be student learning outcomes. Tell the story of the institution cohesively. | <i>DeKay/Amo</i> | Information |
| c. Program Review 19-20 & 20-21 | <i>Amo/DeKay</i> | Information |
| i. What did 19-20 reviewers learn & change? \$\$\$? we may need more models or clearer questions. We need to tie \$ into the program review. Let's set up a meeting with those who went through the process last year to debrief and document problems. Program re | | |
| ii. Who is working with 20-21 reviewers? Programs are in for the areas upcoming this year: OTA (Laurie & Kim), HS (Edna), Aviation Maint (Ron, Krista, Dusty), Behavioral Science (Edna) | | |
| d. Update on ILO/GenEd Artifact collection Initial meeting done; teams site set up; Instructors have been working on collecting artifacts. The faculty are submitting 5 examples from an assignment that students have completed. Blind submissions. | <i>DeKay/Amo</i> | Information |

Faculty EOC Question Revision Progress **Student Experience Questions**

To what extent was your instructor....

- (Respectful) My instructor created an unbiased environment conducive to learning.**
- (Challenging) My instructor encouraged me to engage creatively and critically with complex tasks.**

3. **(Communicative)** My instructor communicated effectively and responded to my questions and concerns in a helpful manner.
4. **(Enthusiastic)** My instructor expressed enthusiasm for the material and inspired me to engage with the subject.
5. **(Engaging)** My instructor found multiple different ways to explore, simplify, and clarify complex ideas.
6. **(Accessible)** My instructor communicated effectively with me and was responsive to my questions, concerns, and outreach for additional support.
7. **(Knowledgeable)** My instructor knew the material and demonstrated knowledge of the subject area.
8. **(Focused)** My instructor clearly presented the course material and objectives.
9. **(Organized)** My instructor organized and presented discussions, issues, tasks, and assignments efficiently.
10. **(A Fair Grader)** My instructor measured my learning in timely, diverse, and generous ways.

Additional Questions

11. **Considering your experience as a whole, would you take another course from your instructor?**
12. **Were the facilities, technology, and support adequate for you?**
13. **In 4-5 sentences, please summarize and comment on your experience in the course.**

The discussion was lively and engaging about whether or not the students would understand the terms and answer what we wanted the student to assess. Suggestions varied and the consensus was to form a student focus group to see whether or not it resonates with the students. *Cary/Moore* Information

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| e. Taskstream Tasks 2020-2021update CDL/OTA/Biology | <i>DeKay</i> | Information |
| f. CCAC News HLC are reviewing and revising the criterion for CCAC. The committee is ready to adapt to whatever they decide. This semester’s activities will be mostly virtual due to the situation. | <i>Baker</i> | Information |
| g. Has everyone had an opportunity to make a comment? | <i>DeKay</i> | Discussion |
| h. Repeat to Remember, Remember to Repeat Recap! | <i>DeKay</i> | Discussion |
| i. Who needs to know? Who’s going to tell them? | <i>DeKay</i> | Discussion |

VI. OTHER BUSINESS

VII. ADJOURNMENT

**Next Meeting:
10/22/2020**