

Central Assessment Team Minutes
2023-24 Academic Year
April 8, 2024

Members Present	Co-Chairs Martin Stensing & Lisa Smith Members: Brooke Merkel, Calli Nissen, David Patterson, Deepthi Amarasuriya, Jennifer Dare, Kevin Kuenn, Mark Grant, Becky Voss, Tim Glatzer, Walter Jatkowski
Members Absent	Members: Cheri Mateo, Denise Schuler, Jillian Taylor
Agenda	The agenda was approved as written.
Minutes	No minutes were brought forth for approval
Debrief on 2022-23 PLA Feedback Cycle	<p>Discussed how evaluating the 2022-23 PLA reports went for each CAT member who reports.</p> <p>CAT member made the following suggestions to improve the process:</p> <ul style="list-style-type: none"> • Offer a faculty development/in-service session to train program faculty (or coordinators) on PLA report completion • Identify good examples of each section in PLAs and share them with programs to assist with writing PLA (get permission from programs first) • Some programs assessed outcome across the whole program; some only at one point. Encourage programs to include in narrative whether the outcome is assessed at various points or once. • Could be beneficial to have an expert in the area (faculty from another college in same area) do an assessment and give tips on best practices for that program. However, may be difficult for some programs that don't have relationships already established with another institution or for programs that don't have a similar program at another institution. Could be difficult timewise because faculty would have to reciprocate. • Add guidelines line to include criteria components. • Individually reach out to programs who haven't submitted PLA. Make it clearer which haven't submitted. • Concern about sharing rubric scores with programs. Don't share program comparisons of rubric; do share evaluator feedback for each program. • Possibly add box to rubric to allow for outcomes that haven't been assessed before (Q2) to help reviewer know how to score • Challenges are faculty turnover and different faculty teaching different classes; can be difficult to compile a program-wide assessment; are any programs doing this well? Could they share how they get info from multiple faculty and compile?

Lisa Smith

Lisa Smith, Co-Chair