

Minutes of the Learning Outcomes Advisory Council
November 18, 2015, 2:00pm
Humanities and Social Sciences Room 2006

Meeting called to order: by Chairperson Dr. Summer DeProw

Members present: Dr. Summer DeProw, Dr. Natalie Johnson-Leslie, Dr. Stacy Walz, Dr. Melodie Philhours, Dr. Anne Grippo, Ms. Tiffany Mosley, Ms. Carolyn Ponce, Mr. Robert Robinette, Dr. Topeka Small, Mr. Chad Whatley, Dr. Susan Whiteland, Dr. Erik Gilbert, Dr. Donald Kennedy, and Dr. Deborah Chappel Traylor, Dr. Paul Mixon, Dr. Tammy Fowler, Ms. Barbara Doyle, and Dr. Lillie Fears

Members Absent: Dr. Kyle Chandler, Ms. Chris Collins, Ms. Dominique Hallett, Dr. Kellie Buford and Dr. Gina Hogue

Guests: Dr. Lynita Cooksey, Ken Corbit, Dr. Brad Rawlins, Lori Hailey, Dr. Susan Hanrahan

Welcome and refreshments.

I. Professor of the Month- Robert Robinette, Student Success Librarian announced the November Professor of the Month, Mr. Ken Corbit, Instructor, Communication Studies and the December Professor of the Month, Ms. Lori Hailey, Assistant Professor of Nursing. Interview videos were played for the group and Professor of the Month plaques were presented.

II. Updates: Dr. Summer DeProw updated the group on progress.

A logo, tagline and flyer have been developed and the information for Learn@StAte is on the Assessment website. Forms to submit an abstract and to register for attendance are also available on the website.

A Professor of the Month nomination form has been added to the Assessment website as well as a Faculty Mini Grant Application.

University-wide Learning Outcomes update: An upcoming meeting is scheduled with Dr. Cooksey.

III. Peer-to-Peer Instrument Committee: Presentation by Dr. Stacy Walz, Dr. Melodie Philhours, Dr. Topeka Small and Dr. Paul Mixon

Background was given about the creation of the form. Rubric form was presented showing Outcome Statement, Means of Assessment (Measure), and Benchmarks. Example of the Assessment Plan Evaluation Form was shown as an Excel Sheet, numbered and colored coded. A test run that the committee performed was explained using an example Outcome.

IV. New Syllabi Upload System:

Overview of how the new system will work and the required content of the syllabi was presented. The system should be ready for Spring 2016 syllabi submissions.

Elements of the syllabus that are required are related Program Outcome, Course Description from Bulletin and Course Student Learning Outcomes.

Future thoughts and meetings were reviewed:

1. All spring 2016 syllabi should include program-level outcomes that the course supports. "Under revision" will be reserved only for programs that find themselves in unique circumstances.
2. December 15, 2015 all programs must submit an assessment plan. At a minimum, all outcomes must be written, revised, or reaffirmed and one program-level outcome should be addressed this spring.
3. Spring 2016 LOAC meeting dates to come.
4. All syllabi must be uploaded to the new Syllabi Upload System by February 2, 2016 (the 11th day of class).
5. February 10, 2016 Learn @ StAte presentation applications are due.
6. March 1, 2016 Learn @ StAte attendee RSVP is due.
7. March 16, 2016 Learn @ StAte.
8. May 15, 2016, Assessment Reports are due.

Meeting adjourned at 3:00pm.