

Committee for the Assessment of Student Learning
General Education
September 25, 2012
Zuhl Library Conference Room
3:00 p.m. – 4:00 p.m.

Members present: Greg Armfield, David Barney, Dennis Clason, Ryan Goss, Julie Fitzsimmons, Amal Mostafa, and Shelly Stovall

1. **Greetings.**
2. **Approval of Minutes:** The minutes from August 28, 2012 were approved per the request to correct the next meeting's date – September for October.
3. **Old Business:**
 - a) **CASL-GE Liaison to General Education Core Curriculum (GECC) Committee:** Shelly announced this committee has not met yet. Having a liaison on the committee will help reinforce the recertification process. Shelly agreed to be the liaison and Julie will be her sub if she is unable to attend a meeting.
 - b) **Analysis of Scoring Session Data:** Shelly met with Dr. Bill Gould's (Economics & International Business) statistics class per Dennis's advice. Students presented preliminary results and will submit a final report to Dr. Gould. Results show that many students did not meet expectations – very low percent performing at the satisfactory or above rating. Shelly will schedule a session with the Teaching Academy in early November to disseminate these findings and help engage faculty participation for Spring.
 - c) **HED Report:** Julie stated the final report will be completed after she receives the final results of the scoring session. Report will be posted on Assessment website.
 - d) **Departmental Gen Ed Contact List:** Shelly reported requests for Gen Ed departmental representation for developing a contact list will be sent out soon.
 - e) **Spring 2013 Assessment:**
 - a. *STEM Instrument Progress:* Amal informed members that the STEM instrument will be ready for the committee to review at the next meeting. Shelly will email new members the two instruments used last year. Members will decide at the next meeting which instrument to use: Tweaking Twain or Framing the Flood.
 - b. *Issues of Online Administering:* Suggestions of how to improve administering online projects were: a) use specific instructions, b) have a timeline, c) place on Canvas, and d) give extra credit. Members were asked to continue thinking of other ways for improvement to discuss at the next meeting.
 - c. *Identify VWW courses:* Requests will be sent out to more VWW instructors to increase participation. The Spring listing of VWW instructors will be provided by Judy (Institutional Analysis) when it becomes available.
 - d. *Important Dates:* 1) Completion of projects – before Spring Break. Scoring Session: Early April – Shelly will contact the Teaching Academy for available dates. Dissemination of Results: Mid-Fall.

4. **New Business:**

- a) **Inclusion, Diversity, Equity & Access (IDEA) Grant Team Meetings:** – Shelly announced the English Department has developed an IDEA Grant Team to promote assessment of writing campus-wide. The purpose of the grant is to develop resources that will meet the needs of English language learners among NMSU’s domestic students. If a member would like to serve as a liaison they are to let Shelly or Julie know.
- b) **Institution-wide Focus on Writing:** Members discussed ideas of how to assess and promote writing institutionally during 2013-14. One suggestion offered was ask academic departments to add a writing component to their programs.
- c) **New Mexico Higher Education Retention & Assessment (NMHEAR) Conference:** Amal announced the NMHEAR conference will be held February 28-March 1. Members agreed it would be a good idea to participate and provide a presentation of the results to last year’s presentation – closing the loop of the whole process. All members were encouraged to go if possible. Greg informed new members that scholarships for travel are available through the Teaching Academy if funding were an issue.
- d) **Next Meeting:** The next meeting is scheduled for October 23, 2012.