

Manoa Assessment Committee (MAC) Meeting Minutes  
January 11, 2012, 1:30 PM, Hawaii Hall

Meeting started at ~1:30 PM, with following participants:

Committee Members

Peter Hoffmann  
Daniel Jenkins  
Adam Pang  
Lilia Santiago (Cmt. Chair)  
Amy Schiffner  
Sang-Hyop Lee

Ex-Officio & Invited Guests

Marlene Lowe (Assessment Office)  
Monica Stitt-Bergh (Assessment Office)

- Lilia introduced Sang-Hyop Lee, a returning member from 2010-2011 on the High Failure course sub-committee, that was unable to attend Fall 2011 meetings due to a scheduling conflict.
- Setting of new permanent time
  - Lilia suggests 2nd wednesday of each month, 12-1 PM. All agreed as others also had conflicts with courses and other commitments
  - Monica indicates that approval needs to be obtained from other non-present committee members for new time.
- Announcements
  - Need a new graduate student representative to replace Mo Wells
- Institutional Learning Outcomes Working Group Report (Monica, Amy)
  - Committee compiled data- outcomes from 15 programs with highest graduation numbers, as well as general education outcomes, to try to identify institutional learning outcomes for all undergraduates.
  - Committee will present findings and draft institutional outcomes to present to Manoa Faculty Senate in February.
- Critical Thinking Working Group Report (Peter, Adam)
  - This week is the Critical Thinking training workshop coordinated by Susan Hippensteele and Lorey Takahashi (coordinated through an NSF grant); Monica and Adam will attend the full day workshop on Saturday.
  - The "critical thinking" is one of the pillars/ indicators of student achievement; accordingly there is a movement to have testing of entering students and graduating students to determine level of achievement. WASC may adopt this expectation as part of accreditation requirements.
- High Failure Rate Courses Working Group Report (Lilia, Sang-Hyop)

- Sang-Hyop summarized history of high failure sub-committee; reviewed 5 years of records of student performance in courses and identified courses with high failure rates (e.g., calculus course in NREM, psychology, math courses) met with department chairs to evaluate the conditions leading to the situation. Report was presented to the senate.
- Instructors and programs generally were defensive about findings; Math department was especially reluctant to speak and defensive.
- MAC Annual Report to Faculty Senate (Lilia)
  - Lilia plans to prepare an annual report for the Faculty Senate, using the existing template from the previous year's report (available on Lailima [Resources > Annual Report])
  - Report will describe involvement of MAC on three different faculty senate committees, progress/ achievements of committee, evolving close working relationship with the Assessment Office
- Assessment Office Update (Monica, Marlene)
  - Marlene indicates that approximately 40% of programs would like feedback on their annual assessment reports; suggests that we can prepare rubrics to evaluate programs' assessment programs/ reports, and assign MAC to help evaluate the reports
  - Amy recommends that testimonials of individuals/programs be obtained to encourage greater participation
  - Others recommend that other groups, programs, or individuals with strong assessment programs/ skills be enlisted to communicate/ teach assessment to their colleagues. Also, Sang-Hyop noted that assessment requires participation of other programs/ departments, because no department is responsible for the instruction of all of the courses in their curricula.
  - Monica indicates that a good report does a good job of summarizing how students were evaluated, and how the results were used to affect program improvement; in many cases having outside perspective on how to address deficiencies identified by assessment can be very helpful
  - Monica summarized findings of the Manoa Longitudinal Student Success Project:
    - Started last year with cohort of 251 students (currently down to 180 by attrition), who have so far each completed 9 on-line surveys (compensated by gift-certificates to campus store), participate in annual focus groups, and complete specific assignments through some of their general education requirements.
    - Objectives are to find out what helps/ hinders learning; is UH a Hawaiian place of learning; how do students manage their time; who is responsible for student learning (student or professor); why do students drop out, why do they come back?
    - Lilia requested that Monica report on some of the findings to MAC

Meeting adjourned at 2:30 PM; next meeting will convene in the same location on Wednesday, February 8, at noon.