

**Manoa Assessment Committee (MAC) Meeting Minutes
April 1, 2014, 11:00 AM, Hawaii Hall 208**

Meeting started at ~11:05 PM, with following participants:

Committee Members

Daniel Jenkins
Olivier Le-Saux (chair)
Adam Pang
Ron Riggs
Scott Robinson
Amy Schiffner
SangYee Cheon

Ex-Officio & Invited Guests

Stacey Roberts (Senate Executive
Cmt Liaison)
Yao Hill (Assessment Office)
Monica Stitt-Bergh (Assessment
Office)
Aaron Levine (Graduate Student
Representative)

1. Meeting called to order at 11:05 AM
2. Olivier motioned to approve minutes from March 03 approved unanimously.
3. Committee Reports.
 - a) Yao Hill: Assessment for Curricular Improvement will occur April 11, 2014, 1 - 3 PM
 - i) 19 posters have been submitted for poster session
 - ii) VC Reed Dasenbrock will address session at 2:30 PM
 - iii) Refreshments will be served; all are welcome to attend
 - b) Assessment Leadership Summer Institute will be held August 8 - 13.
 - i) Intensive workshop for developing and implementing assessment plans- all tenure track instructional faculty are eligible; priority will be given to recently tenured faculty with a major role in program learning assessment.
 - ii) Amy Schiffner inquired if graduate assistants in a supportive role for assessment could participate; Monica said potentially, but they'd have to think about it.
 - iii) Daniel indicated that this experience is a great way to build a network and culture of experienced assessment professionals on campus- inquired why program will be restricted to 10 participants; Yao indicated that initially they wanted to have increasing enrollments, but they found that the venue for the program has an optimal dynamic with 10 people, and they're not sure if they have the resources to offer larger programs.
 - iv) Yao solicited volunteers to reviewer applications; Daniel and SangYee volunteered.

- c) Institutional Learning Objectives (ILOs)--undergraduate
 - i) Monica indicated that the ILO Implementation Committee is planning a website to show how individual students can design their curriculum and other experiences to address ILOs
 - ii) The ILO Implementation Committee and the Assessment Office are conducting performance standard sessions for faculty, where they will look at 3 ILOs (written communication+information literacy, critical thinking/ethical reasoning) and what are the expectations for students.
- d) MAC organizing document (i.e. by-laws) review;
 - i) Stacey was conscripted to coordinate (as she is the interface to MFS)
 - ii) Committee will coordinate meeting by e-mail
- 4. Increase assessment and assessment use of results on campus (brainstorming session).
 - a) existing strategies include 1) poster session; 2) summer institute; 3) workshops; 4) consultations.
 - b) Scott suggested video taping.
 - c) Amy recommended having an assessment "buddy" or community.
 - d) Adam indicated that our organizing document already tasks MAC with organizing/ evaluating assessment, they could more directly be involved in facilitating assessment.
 - e) Olivier indicated that there is a perception problem that assessment is a burden, so communications are necessary to convey the utility of assessment.
 - f) SangYee inquired about how assessment might be used in Tenure and Promotion decisions.
 - i) Monica indicated that most disciplines have journals dedicated to pedagogy of subject matter; more articles are appearing about program level assessment, likewise big federal agencies (e.g., NSF) are tying a lot of funding to assessment to ensure that initiatives result in better learning outcomes. Yao commented that the research could focus on effective assessment practices and not on actual student results.
- 5. Meeting adjourned at 12:00 PM.