Meeting Minutes

1. Approval of Minutes of May 10, 2013
   - Motion to approve, seconded, approved as distributed

2. Election of Chair for 2013-2014
   - M. Goulet stated he was willing to continue in the position. Hearing no other nominations, a motion to close the nominations was seconded. All in favor of closing nominations was unanimous; M. Goulet will continue as Chair.

3. Update on Summer Rubric Work
   - The draft rubrics can be found on the University Assessment Web site along with a separate Web page listing the individuals who worked on drafting the rubrics
     - Draft rubrics appear to be simplified versions of what came from the faculty committees, would like to see those for comparison
     - Changes were minimal, M. Goulet will make them available or distribute them
     - Involved a lot of work form a broad group of individuals across campus, what we want learning to look like under this core
       - Feedback was received - some satisfied, some not as much

4. Update on Timeline for 2013-2014
   - Timeline was shared at a recent chairs meeting; Marc will forward it to the committee along with the “Intent to Submit Proposal Form”
     - September 15 - every chair has been asked to make their best guess as to the courses they think might be coming out of their program that will fit with a certain outcome, how many sections offered on average, and how many seats to help determine what we can expect, allow for some preliminary mapping
     - Broad agreement that outcomes some may still need changes, conversations will continue
     - Following normal faculty governance procedure, course proposals would come out of department - by October 15 - first set of course applications due
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- Implementation will occur in 2016, need to determine what this process will look like; as we learn what courses may line up well with courses and rubrics some rubrics may need to be revised
  - In Arts and Sciences, approximately 70 courses meet the need of a large percentage of freshmen, those should be done first
- November 15 – second wave of course applications due
  - By then, the initial data should provide a pretty good sense of how we’re doing with the framework: if we are meeting student need and demand
- February 3 - third wave of course applications due
- Start thinking about what constitutes an experience, specifically integrative,
  - Separate data collection of living learning communities, honors, bundles, other communities, how do they fit with integrative learning
- Review of applications will be a lot of work, proposers are going to want guidance on how to do this
  - Do we have authority to provisionally approve them, how do we manage the work that has to be done because a lot of seats have to be available in three years
  - If we do provisional approvals, interim progress reports along way should be required to ensure creativity and innovation, implement an assessment cycle upon initiation
  - Three levels - good, provisional, reject -- maybe we do need to keep an eye on them, any consensus on middle -- should they do 3 years? Try it out?
    - Provisional for now and in two or three years we’d love for you to resubmit for final approval
    - Feasibility of undergoing the standard assessment of students projects sooner in cycle was mentioned
- Rubrics don’t provide guidance, university will use them to assess the liberal education, it will be a continuing process, do have to play a role in if a course makes it into core
  - Faculty will articulate in proposals with rubric to outcome, rubrics are pretty general and lend themselves to a lot of room
  - Takes time to come to shared understanding when its new, when first wave of applications start arrive, randomly select a time to talk about two or three apps, look at topical outlines, student learning experiences, which elements, put time on front end of process -- early on
- Work facing us is daunting, we’re a large committee that is easily derailed
  - Could we have some type of electronic tool, agree on certain ones prior to our meeting, vote collectively and send them through? The “no’s” could be done the same way and we can take time in meetings to discuss the ones we disagree on
- Rubrics are still working drafts?
  - Process is beginning, we need to say no more rubric changes, can’t change rules mid-way
  - Significant concerns about structure: don’t like 0 point category because it causes problems, before we go too far we need to know where 0, 1, 2 came from
5. Consider Motions to Approve Rubrics

- We aren’t ready to approve rubrics this week, next week we should discuss rubrics only
  - Most recent versions will be up-to-date on website and M. Goulet will forward the original drafts
  - Come to meeting prepared to discuss rubrics
- When a change is truly determined to be necessary, can we determine a clear way that we can we collect responses/commentary and review at a later date
- Frustration and concern that the larger program, graduation, isn’t being discussed, wish we were working in a larger framework instead of just a subset instead
  - We’re changing the culture because we’ve chosen to focus on the liberal education core, however, outcomes of the degree do need to be attended to too, not sure how

Adjourned at: 2:55 PM
Submitted by: S. Forcier
Approved: 9.16.13