

Continuous Improvement Process
General Education Assessment
Minutes
July 14, 2005

The first of a series of Continuous Improvement Project meetings on General Education Assessment was held on Thursday, July 14, 2005, at 2 p.m. in the WLC Board Room.

The purpose of the Gen Ed CIP is to form a General Education Assessment Team comprised of general education faculty (CT) to work with implementation of all assessment measures related to student learning outcomes at WCC

Members Present: Dr. Kay Albertson, Faye Best, Sandra Bowen, Sharon Bull, Duane Everhardt, Tracey Ivey, Sue McClenny, Danny Rollins, Gene Smith, Beth Spraggins, and Bill Thompson.

Absent: Katina Davis.

Dr. Albertson opened the meeting and discussed the purpose and importance of the team's work. She discussed the events leading up to the meeting with background information on the recent SACS Compliance Certification results regarding the assessment of General Education Competencies and each faculty member's role in developing assessment instruments (pre and post tests, portfolios, etc.) for their respective courses.

The following was discussed:

I. General Education Assessment CIP Overview

- Form a General Education Assessment Team comprised of general education faculty (CT) to work with implementation of all assessment measures related to student learning outcomes at WCC
- Objectives:
 1. Compile articles and books on assessment for reserve in WCC library
 2. Recommend CIP focus for 2005 – 06 be related to **course-level** assessment practices
 3. Recommend Common Graded Assignments/grading rubrics be piloted in Fall 2005 (ENG 111 and 113; COM 231)
 4. Recommend student “portfolio” development using ACA 111 and ENG 111 as introduction to concept
 5. Examine appropriateness of ETS Academic Profile as part of college-wide assessment initiative
 6. Review possible consultants/experts in assessment area to work with faculty during October workdays
 7. Develop Arts and Sciences General Education Assessment Plan template for documenting all activities associated with A & S Assessment Initiative

II. Definitions

Direct and Indirect Measurements

1. Direct

- Standardized tests measuring general education competencies (ACT)
- Course level assessment (Course embedded assignments; common graded assignments; portfolios; grading rubrics; pre and post tests)
- Capstone courses (in some cases recognized as direct)

2. Indirect

- Performance measure results of students transferring to 4 year institutions
- Certification exams; other licensure exams (dental hygiene, nursing, FAA – aviation)
- Surveys – graduate, employer, advisory committee

III. Location of pertinent resources

Faculty/staff can access **3.5.1 Comprehensive Standard** on WCC Website under WCC Compliance Report (click on this; go to Compliance Documents; click on 3.5.1. Items underlined are links to various supporting documents included in 3.5.1.) Looking at this document might clarify what has already been reported.

IV. Focused Report Addressing 3.5.1

Comprehensive Standard 3.5.1: General Education Competencies

The institution identifies college-level competencies within the general education core and provides evidence that graduates have attained those competencies.

The off-site committee found Wayne Community College to be in non-compliance based upon the following comments.

Comments: The committee finds that college-level competencies for general education courses have been identified. There was **insufficient** evidence to determine that the graduates achieve these competencies. **The on-site committee should verify that graduates have attained identified college-level competencies through specific assessment instruments, such as standardized tests, portfolios, projects, pre/post tests, etc.**

Dr. Albertson requested committee members inventory their respective areas on assessment Rubrics that are currently being used to document direct assessment activities

at the course level. She requested that information be provided to her at the earliest possible date but not later than July 20th.

After receipt of the assessment rubrics from the respective departments, Dr. Albertson and the CIP Committee will meet to develop a timeline for developing, administering, evaluating and assessing General Ed outcomes in an incremental plan, over the course of the next three years.

There being no other business, the meeting adjourned at 3:30pm. Dr. Albertson will call the next meeting.

Bill Thompson
Recorder

Kay A. Albertson
Vice President Academic Affairs