

# Minutes

## Assessment Council

Date: June 21, 2005

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In Attendance: Paul Perhach, Rose Sebastianelli, John Kallianiotis, and Jerry Biberman

The Assessment Council meeting of the Kania School of Management was held Monday, 6/20/05, at 12:00 p.m. in Brennan Hall 314.

Paul opened the meeting stating he had attended an AACSB Assessment Seminar in College Park, MD where he came away with many helpful resources. He got the feeling that a lot of places going thru the assessment process were having similar problems. All that is expected is to give our best effort.

Handouts presented and discussed were:

- AACSB Expectations Regarding Assurance of Learning Standard
- Relationship Between Mission and Student Learning Goals (Undergraduate and MBA Programs KSOM)
- Student Learning Goals and Objectives (Undergraduate and MBA Programs KSOM)
- Undergraduate Assessment Activity Report
- Sample Population-KSOM Undergraduate Class of 2005

The first handout Paul reviewed was relationship between mission statement and student learning goals (undergraduate program KSOM). Discussion and changes were decided and agreed upon by attending KSOM council members present. Mission statement 1, 3, 4, with learning goals linked were approved as written. Changes were made to Mission statement 2 with learning goals; adding learning goal 2. Changes made to Mission statement 5 with learning goals, adding learning goal 1. Everyone present also felt Mission statement 6 should be added and learning goal 3 linked to it.

Changes were also agreed upon for the MBA Program (KSOM) linking student learning goals to Mission statement. Mission statements 1, 2, 4, & 5 along with linked student learning goals were approved as written. Changes were made to Mission statement 3 with linked goal; adding to it student learning goals 1 & 4. Also, Mission Statement 6 added and student learning goals 2 & 5 linked to it.

Next the council present discussed, suggested changes, and agreed upon Objective(s) for the Undergraduate KSOM Program Goals. The council then proceeded to follow the same process for the KSOM MBA Program Goals. Everyone was very pleased to have accomplished this part of the assessment process.

Paul proceeded to briefly review the Undergraduate Assessment Activity Report.

Next discussion involved the AACSB expectations:

- The learning goals linked to mission statement – KSOM okay on this.
- The learning goals must be defined for each program --- KSOM okay.
- Student performance on learning goals must be assessed systemically and routinely --- KSOM not there yet; hopefully by Spring 2006 with creation of Assessment Plan.
- Assessment program should include direct measures of learning --- KSOM developed Rubrics.
- Program assessment does not require every student be assessed --- KSOM Samples of 20% - Okay
- Schools should define learning goals conceptually & operationally, discuss how they are addressed in curriculum, & demonstrate levels of student achievement for each goal --- KSOM Assessment developed objectives for each goal. Some rubrics developed and steering committee working on curriculum alignment document.
- Faculty expected to be actively involved in all stages of assessment process, including defining goals, curriculum alignment, developing measures, implementing course-embedded measures, and improving the school's curriculum --- KSOM Assessment Council has faculty members from every business major. Assessment mini grants program established.

Lastly, Paul is working with Larry Hickernell, Web Technologist, to create an Assessment Web site so faculty can see what is happening and offer any comments or concerns to the council.

Meeting adjourned at 1:45 p.m. Fall meetings will be announced at a later time.

Respectfully submitted by:  
Mary Ellen Mrozek