

Minutes

Assessment Council

Date: Sept. 22, 2005

In Attendance: Paul Perhach, Rose Sebastianelli, John Kallianiotis, Robert McKeage, Jordan Petsas, and Jerry Biberman

The KSOM Assessment Council met Thursday, 9/22/05, at 11:30 a.m. in Brennan Hall 314.

Paul opened the meeting by asking if everyone had received the two page E-Mail attachment he sent to all council members. This two page document was a proposed outline from which the council will develop a narrative plan. Paul hopes to put together a document of 10-12 page with appendices.

The following KSOM Assessment Plan Outline was presented by Paul for review and discussion:

1. Introduction

- a. Guidelines for assessing student learning outcomes consistent with:
 - i. AACSB
 - ii. Middle States
- b. Scope
- c. Compatible with University Assessment Plan
- d. Faculty driven efforts

2. Rationale

- a. Assessment is part of our heritage
- b. AACSB Review
- c. Middle States Review
- d. University and KSOM Strategic Plans

3. Principles of Assessment

- a. Purpose: Improve student learning, program improvement
- b. Assessment is about programs, not individuals
- c. Assessment cycle
- d. Multiple methods
- e. Direct and Indirect Measures
- f. Sampling

4. Assessment Process (Accrediting expectations, accomplishments to date, what needs to be done, when we will do them)

- g. Defining goals and objectives
- h. Aligning the curriculum with goals
- i. Identifying instruments and measures
- j. Analyzing and disseminating data
- k. Using Assessment data for continuous improvement

5. Roles & Responsibilities

- l. Assessment Council
- m. Department Chairs
- n. Faculty
- o. Dean's Office

Much discussion led to some changes in outline for narrative plan. It was agreed upon that #1. Introduction and #2. Rationale could be combined. This newly combined part could also incorporate background history, our Philosophy, Jesuit Heritage, U of S Mission Statement and Ignation Statement.

On #3 Principles of Assessment it was suggested to change title to show more KSOM ownership – e.g. KSOM Vision of Assessment. It was agreed that a Glossary and Definition of terms be added in this section. The rest of framework was fine.

Next it was discussed and decided that #4. Assessment Process and #5. Roles and Responsibilities also be combined and renamed KSOM Assessment Process. It was suggested to begin with a chart up front to include accomplishments to date, what needs to be done, whose responsible, time frame, etc.

Question arose when plan is finalized who does it go before for approval?

Paul said it would be seen by Dean Michael Mensah, Dean's Conference, Department Chairs, Strategic Planning Committee, and AACSB.

Paul brought to the attention of the council members that the KSOM Strategic Plan refers to issues not clearly mentioned in our current list of goals & objectives:

- Global Management Education
- Sustainability
- Technological issues

After much discussion on how to best approach these inconsistencies it was agreed that council members would try to add new objectives under the five existing learning goals (both undergraduate and MBA.)

The meeting adjourned at 12:50 p.m. Next Assessment meeting to be held Thursday, 10/13/05.

Respectfully Submitted by:
Mary Ellen Mrozek