

Committee Name:	DCAC		
Date of Meeting:	March 6, 2013	Location:	CL 127
Minutes Prepared By:	Chuck Phillips	Appendices:	

1. Purpose of Meeting

Regular Meeting

2. Attendance at Meeting

Name			
Chuck Phillips (CPHS)	Kevin Saunders	Stephanie Majeran	
Todd Hodgkinson (SOE)	Sentwali Bakari	Carrie Dunham-LaGree (Cowles)	

3. Meeting Agenda

Agenda:

1. Overview and updates on faculty discussion related to Info.Literacy, International/Multicultural, and Quantitative AOIs
2. Review and finalize recommendations related to CT

4. Meeting Notes, Decisions, Issues

ITEM 1: AOI Progress

Kevin presented an update on what has transpired with moving 3 additional AOIs forward.

Information Literacy: A group of 5 faculty applied rubrics last fall to student samples. The rubric was revised by the group and by Kevin and Stephanie. They are working to apply the revised rubric to student work gathered from FYS 2012. This will occur in May for piloting the revised tool. The plan then is to integrate the rubric into faculty development in August or earlier. In addition, Kevin's office is gathering what indirect measures of Information Literacy we currently have.

Global and Cultural Understanding: Five faculty who teach in that AOI's courses responded to a request to discuss ways to determine student achievement of the intended learning outcomes for the AOI. First meeting was 'what's our task'. Then looking at senate approved outcomes and what would we want to see in student work to quantify those outcomes. Anticipate 2 more meetings this spring. After a tool is developed, those 5 asked if they can sit down with a broader group of faculty and gain feedback.

Experiential learning council (committee) had a showcase where students shared work. Kevin investigating developing a tool to assess exp. learning, perhaps adapted from AAC&U's rubric. Perhaps the tool can be used and merged with engaged citizen presentations/outcomes.

Quantitative Literacy: This week, we sent a query to faculty teaching in this AOI's courses. Volunteers were requested for helping determine what we would want to see in student work to quantify the outcomes. This process is parallel to the work on Global/Cultural Understanding.

4. Meeting Notes, Decisions, Issues

ITEM 2: CT Review and Recommendations:

Recommendations:

A. DCAC recommends Associate Provost Sanders and the Director of Institutional Research and Academic Assessment, Kevin Saunders: Continue with CT assessment through the use of the CT rubric in FYS and continue to gather examples of Drake assignments that align with the rubric.

We suggest that the CT workshop on designing assignments should be continued and should use the rubric as a tool for designing assignments which gauge student learning. The workshops should also address creating assignments in the areas DU students seem to need additional work: Making assumptions and using evidence. The workshops should occur prior to the traditional fall time period so as not to be too late for FYS instructors to integrate into their fall FYS courses. Further consideration should be given, and discussed with the UCC, for having the rubric required as part of the AOI course approval process.

B. The Director of Institutional Research and Academic Assessment office should contact people teaching senior capstones in an effort to gather current embedded assignments that would match with the CT outcome. The intent is to use the CT rubric with a sample of those and compare outcomes from freshman to senior years.

C. The Associate Provost and the Director of Institutional Research and Academic Assessment offices should distribute the CT rubric and current CT findings across campus. DCAC recommends distribution to the UCC, faculty senate (end of year update), to faculty teaching CT AOI courses, to the broader campus (in a newsletter and/or email to faculty/departments, and/or through the Provost’s email update with a weblink). DCAC recommends the rubric and results be posted on the DC website for access by the Drake community.

D. The Associate Provost and the Director of Institutional Research and Academic Assessment offices should investigate the creation of a faculty toolkit for implementing CT exercises and assessment into courses by working with the CT working-group on what would be useful in the toolkit.

5. Action Items

Action		Due Date
Distribute formal recommendations to Art Sanders’ office	Chair	March 14
Develop items for next agenda	All members	April 1st
Work toward completing ITEM 2 recommendations B, C, and D	Kevin/Stephanie	TBD

6. Next Meeting					
Date:	Thursday, April 4 th ,	Time:	2:30- 3:30pm	Location:	Cline 127
Agenda:	TBD				