

<b>Committee Name:</b>	DCAC		
<b>Date of Meeting:</b>	January 31, 2013	<b>Location:</b>	CL 127
<b>Minutes Prepared By:</b>	Chuck Phillips	<b>Appendices:</b>	

### 1. Purpose of Meeting

Regular December Meeting

### 2. Attendance at Meeting

Name			
Chuck Phillips (CPHS)	Kevin Saunders	Stephanie Majeran	Kathleen Richardson (J)
Todd Hodgkinson (out of town) (SOE)	Royce Fichtner (CBPA)	Carrie Dunham-LaGree (Cowles)	Jerome Hilscher (CITO)
Sentwali Bakari	Nancy Reincke (AS)	Stephanie Majeran	

### 3. Meeting Agenda

Agenda:

1. Overview of presentation to faculty senate
2. Review and recommendation related to CT summary

### 4. Meeting Notes, Decisions, Issues

Chuck Phillips opened the meeting with general overview of what he and Kevin presented to the faculty senate in December. Covered our charges; long and short views (gathering the data and creating plan and then transitioning to a review group); working precepts (multiple methods of data- direct, indirect, quantitative and qualitative, and directed at the program rather than individual or course). This was followed by Kevin presenting the implementation flow of assessment and reporting to senate followed by some of the CT data.

Item two: CT Review and Recommendations:

An initial question was raised as to how our work/data plays into the work of UCC in reviewing individual courses. Most comments referenced that our committee's work could provide resources and ideas for faculty who are having their courses reviewed by UCC. Perhaps for them to identify how they will measure the intended outcomes, what opportunities will students have to demonstrate the outcomes, etc. Our group would not be assessing individual courses or providing individual course assessments to UCC or infringing on academic freedom of how they teach and assess in their courses.

Discussion of next steps related to CT summary: Discussion revolved around the issues of CT data that were perception (indirect measure) vs the direct measure of student work in FYS. There is need to identify where more data can be collected that is direct measures of upper level students- probably in capstones. Upper level CT data should be compared to FYS data (not necessarily matched by student) so that there is some evidence that there has been growth over time (due to student experiences, the DC, their major, etc). Improvements still

#### 4. Meeting Notes, Decisions, Issues

won't be solely attributed to the DC, but improvements are likely due to the DC and the whole Drake experience.

Recommendations:

- Continue with CT assessment through the use of the CT rubric in FYS
- Identify what type of assignments are being used in senior capstones- with the intent to be able to use the CT rubric with a sample of those. Outcome would be comparing skill from freshman to senior years.
- Work towards a sustainable method of assessment of all AOIs since capstones can't be the place to measure improvement in all of the AOIs.
- Distribute the CT rubric and current findings across campus- get the information out to faculty to raise awareness;
- Make Goal 1 working group of the Strategic Planning Council aware of data; have Deputy Provost include a synopsis in her newsletter/update
- Recommend CT workshops geared at including assignments that could address areas of CT such as making assumptions and using evidence (areas identified as low in FYS). Continue working with the CT faculty group that is meeting.
- Investigate creation of a faculty toolkit for implementing CT exercises and assessment into courses

Sentwali provided information on what the Division of Student Life is doing to assess their three main learning outcome areas. This was provided as FYI for the group on how that division is proceeding with assessment.

#### 5. Action Items

Action		Due Date
Update on discussion with faculty addressing Quant and Global/cultural understanding	Kevin S	Next Meeting
Review above recommendations and develop specific plans of action to implement them	All members	Next Meeting

#### 6. Next Meeting

<b>Date:</b>	TBD (Early March)	<b>Time:</b>	TBD	<b>Location:</b>	TBD
<b>Agenda:</b>	Review the recommendations made; devise strategies for moving these forward to the campus Update on efforts being made by those teaching the quantitative and the international/cultural awareness AOIs. From this, be thinking of applying process.				