IEC Meeting
October 3, 2014

Present: Robert Barclay, Paul Briggs, Doug Dykstra, Kathleen French, Ellen Ishida-Babineau, Malia Kong, Ross Langston, Jan Lubin, Mike McIntosh, Frank Palacat, Johnny Singh, Preshess Willets-Vaquilar

Excused: Nalani Kaun, Kahea Tani, Danny Kong

Guest: Kevin Morimatsu, Q&A on System Assessment Tool

Date of next meeting: October 17, 2014, Palanakila 117, 2:00 PM – 3:30 PM

Old Business

The committee approved the Minutes from the September 19, 2014 meeting.

Discussion of Course/Program Matrix

- Jan sent the committee examples via email.
- If faculty could complete the matrices for each of their courses it would be really helpful. Analysis will also be needed. Please ask faculty to complete the matrices with course SLOs and program SLOs. This should be done for all programs including the General Education/AA in Liberal Arts, which we assessed for the last two years. Good for programs that will be going up to be moved from provisional to permanent status: AS in Natural Sciences and AA in Hawaiian Studies, for example.

New Business

Guest: Kevin Morimatsu: Q & A on System Assessment Tool

- Kevin gave an overview on the online curriculum management system the UHCC System will be moving to. Services will also be provided by Kuali, which also oversees our financial management system.
- The launch to move to this new system was scheduled to take place October 2015; however, due to changing consultants, the new launch will probably take place in October 2016.
- Kuali offers a wide range of support and it’s a more secure system. This is a completely different system from the financial system, and is much more user friendly.
- It is a curriculum-based system, but is limited as far as being an assessment tool. Other campuses are looking at purchasing their own software for assessment – Taskstream, Live Tech, and TK20. Not sure if it’s possible to incorporate the system Ivan developed for us here at WCC.
- It’s not an assessment-based management system.
- Every campus will operate differently.
- Program information will not be available until later. General education information could be integrated sooner.
Assessment of the general education process will be taking place in November. We will be looking at the process as an all-campus discussion and through focus groups—Started with general education due to mandates by ACCJC.

- Ultimately course level assessments should tie in to programs and degrees.
- This new Kuali system will be replacing curriculum central.
- Formal presentations to take place sometime this month or possibly next semester.
- Who is chairing this curriculum taskforce? April Schezola. There is representation from each campus. Other committees include: Features, User Interface and Banner Mapping
- Training will be provided.
- Customization of the system will be done by ITS, but funding may be an issue.

Reports from Committees:

IEC Subcommittee on Professional Development in Assessment: Frank/Nalani/Jan/Ardis
- Training with department chairs on analysis of data took place on Friday, September 26.
- There was discussion on the assessment of the general education process. There was a suggestion that SPDA provide an activity/workshop on rubrics. Another suggestion that was brought up had to do with how SLOs were developed. There used to be a subcommittee within IEC that reviewed SLOs and worked with specific programs if there were any problems. It was later changed, and the Curriculum Committee has been using the Discussion Board for feedback on any proposals, including their SLOs and the IEC SLO Sub-Committee was terminated. Focusing on SLOs is now part of the duties of the Curriculum Committee.
- We want to move away from saying that doing assessment is part of getting something, but rather that it is concerned with what the student is learning or will be able to do after completing the course. Accreditation is moving towards looking at what students can do when they complete the program and function in society.
- There will be a discussion on the results from the Global and Cultural Awareness assessment that took place last spring. This discussion will probably take place later this month or next month.

Assessment Handbook Subcommittee: Tara/Frank/Paul/Robert
- This committee didn’t meet yet.
- Part of the handbook is online and the other part needs to be made. Part of it is on the assessment page.
- There are different types of assessment. Put all the information into a written document.

Meta-Assessment Subcommittee: Jan/Jody/Jamie/Ross/Johnny
- This committee didn’t meet yet. Will be meeting within the next week or so.
- Will be looking at all the assessments on campus and doing an assessment on whether or not they are being used to affect change. Will most likely be conducting focus groups to do the assessment next semester.

Non-Instructional Assessment Subcommittee: Ellen/Preshess/Michael/Kahea
- This committee met on September 18.
Discussed the functions of the committee. Also discussed what units needed to be assessed and assigned individuals to contact and work with specific units, review their outcomes and look at their assessments.

We’ll be working with the different units this semester and will conduct a survey next semester.

- Academic Affairs – Ellen
- Administrative Services – Kahea
- CCE – Preshess
- Chancellor’s Office – Ellen
- Student Affairs – Mike

Next meeting will be on October 28 to pull everything together. If outcomes are needed, Jan can help with this.

Institutional/Student Perception Survey Development Subcommitte: Malia/Preshess/Ellen/Danny Kong (Bruce Collins now appointed)

- Malia, Ellen and Preshess met after the last meeting to go over the different surveys from survey monkey.
- We will be reviewing the surveys and will be discussing more in depth at our next meeting scheduled on October 29.
- A survey will be conducted as an all campus activity in spring 2015.

The meeting adjourned at 3:15 PM.