Learning Assessment Committee – Minutes
February 18, 2014

1. The meeting started at 4:00.

2. Minutes from the December meeting were accepted.

3. General Education Pilot Assessment Project Update:
   - General Education Evaluation Summary was shared (see attached)
     - Students scored highest on the critical thinking rubric
     - The LEAP rubrics are used by 2 and 4 year institutes so we cannot expect our students to score 4’s.
     - We learned that instructions/directions need to be clearer.
     - We would like more faculty to send artifacts.
   - Some highlights from the conversation included:
     - Writing Across the Curriculum
       - Can offer workshops to help faculty improve their instructions/directions.
       - Tutoring Center also wants to see faculty improve their instructions.
       - Judith Fitzpatrick shared her “instructions” with faculty in a video of her and her students.
       - If other faculty think they have good assignments, maybe they can share them too.
     - Faculty Development has offered to hold a March workshop on writing instructions/directions.
     - Students may not be asked to think critically and/or creatively, yet we want to assess them on these skills.
     - Faculty should always give rubrics to students so that students know how their work will be graded.
     - In IT, successful assignments need to be explicit, but instructors need to find assessments where students can think outside the box – instructions that are open-ended.

4. March 4th Middle States Workshop: Participants will share what they learned at the March LAC meeting.
5. Middle States Self-Study Update (Sony Tiwari):
   - Middle States gave us permission to go forward with our self-study
   - Steering Committee worked on the Self-Study questions
   - Working Groups have been created
   - **March 4th Middle States Visit**: Ellie Fogarty, our MSCHE liaison, will be coming to the main campus. An open forum will be held from 12:30 – 1:30 in Room S-134. This is a good opportunity to ask questions about the self-study process.

6. Mission / Charge Statements (see attached draft)
   - The Committee commented on the draft.
   - Committee members can send additional comments to Gail Fernandez (gfernandez@bergen.edu) before March 25th.

7. Tri State Conference Reminder:
   - **March 1st** at the Meadowlands site
   - **FREE**
   - Don’t forget to register

8. Meeting Adjourned at 4:40.

Submitted by Gail Fernandez