

**SFASU**  
**Core Curriculum Assessment Committee**  
**Meeting Summary Notes**  
**Fall 2018**  
**December 14, 2018**  
**1:00-3:00**  
**McKibben 281**

**Attendees:** Haley-Hoss Jameson, Ellen Caplan, Marc Guidry, Jared Barnes, Clint Richardson, John Calahan, Karyn Hall, Mikhail Kouliavtsev, Steven Galatas, Christina Sinclair, Shauna Attaway, Janie Richardson

**Unable to Attend:** Morgan Sosbee, Chris Turner

- **Introduction**
  - The meeting was called to order at 3:01 pm by Dr. Sinclair.
  - Summary notes from the 11/02/18 meeting were reviewed. Ms. Jameson made a motion to accept the summary notes with the follow change: Remove Paul Henley from the unable to attend list as he is not officially on the committee as a voting member. Dr. Galatas seconded the motion. The summary notes were unanimously approved with the change.
  - The following new people were introduced:
    - Janie Richardson will take Ellen Caplan's place starting Spring 2019 as the Steen Library Representative on the committee.
    - Shauwna Attaway is a new hire in the Office of Institutional Effectiveness and will attend meetings to support the work of the committee.
- **Identification and Collection of Upper-Level Student Work**
  - Dr. Sinclair reminded the committee they need to reach out to their college and have programs send upper-level student work for Spring & Fall 2018 which includes Critical Thinking, Communication, Social Responsibility
  - Get all work to John Calahan, Paul Henley and Shauna Attaway.
  - All upper-level work is due the week after the last day of the semester.
  - Dr. Sinclair reminded the group Spring 2019 will include collection of upper-level work for Empirical and Quantitative Skills, Teamwork, Personal Responsibility.
  - Paul Henley reported on the number of upper-level artifacts submitted to the Office of Institutional Effectiveness to date.
- **Updating the Core Assessment Plan for 2020**
  - John Calahan presented a summary of the Incarnate Word University (UIW) assessment plan. See handout.
  - Pros and cons of UIW rubrics were discussed.

- Not all objectives must be assessed, therefore the committee agreed to review these in detail at a Spring 2019 meeting to determine if an updated plan for 2020 would include assessment of all objectives.
- **Actionable data**
  - John Calahan informed the committee a new SACSCOC requirement includes demonstration that SFA is seeking to improve general education outcomes based on evidence collected.
  - John Calahan asked for feedback from the committee on ways this could be accomplished.
  - The group agreed that while the role of the committee was to develop a plan/guide for this process, programs central to the general education outcomes needed to have the opportunity to play an active role in determining specific methods to show ways they are seeking to improve outcomes.
- **Determine Next Steps/Mtg. Date**
  - In order to help the committee explore ways to update the SFA Core curriculum Assessment Plan for 2020, John Calahan will provide an overview of Texas Women's University Core Assessment Plan at the next meeting: January 25<sup>th</sup> 3:00-5:00 pm in McKibben 281.