

Recap of Business – Assessment meeting of 2/29/08

Present: Van Feller, Fred Hernandez, Kevin Li, Marilyn Young, Patricia Miceli

Fred had a progress report of the Business Dept. assessment plan implementation and the CIS 120 pre-test.

The CIS pre-test was administered. The results indicate substantial weakness in their students' computer skills and understanding.

The Business dept. has decided to focus on CIS 120 this year with their plan and incorporate courses (BUS 182 – Managerial Accounting and BUS 147 Intro to Paralegal Studies) next year.

They are currently investigating using the IC3 as an exit exam. This would provide students who do well an internationally recognized certificate documenting their competency.

Per Kevin – perhaps include some of the IC3 items on the midterm exam as formative assessment.

The Business dept. will possibly need rubrics for evaluating writing tasks and paralegal research when the other courses are included in the Assessment plan.

Kevin offered that he has many resources available to help in rubric creation.

Kevin also mentioned that he would like to work with the Business dept to analyze the pre and post tests for validity and reliability.

It was suggested that some specific evidence be included on the Assessment Plan (Evidence window) to substantiate the claim that “Many of our students have limited exposure to using computer technology in solving problems.”

Also, in the Assessment Process window of the Assessment Plan (page 2) under **What**, list all the assessment tools being used, i.e. the survey, the pre, and post tests, the midterm, the IC3 and any others, rubrics etc.

Fred would send the updated Assessment Plan and survey within the next week.