Dean’s Conference Room, Friday, Monday, October 10, 2011

Members Present: David Abramis, Josh Arnold, Sophie Lee, Debbie McElroy, Khosrow Moshirvaziri, Sayantani Mukherjee, Sabine Reddy, Phil Thames, and Terry Witkowski
Ex Officio: Robert Chi
Guests: Stephenie Canavan

Meeting was called to order at 3:34 p.m.

1. Sabine Reddy was elected as Chair and Stephenie Canavan was elected as Recording Secretary.

2. The Minutes from April 15, 2011 were approved.

3. Future meeting dates were discussed and it was decided to have one once a month, if necessary.

4. Updates were made to the Undergraduate Assessment Schedule.

5. We reviewed the Assessment tools currently used:
   A. BAT – currently given in the core class of Mgmt. 425 in the Spring to graduating seniors
   B. Customized (pre and post tests)

6. Discussion was held on closing on loop on and how this would help improve Programs (courses).

7. Acct. 201 will be assessed in the Spring 2012 for the first time.

8. Assessment documents will be kept by learning goals vs. courses – this is the requirement of AACSB. In the prior Accreditation process they were kept by courses and the Team recommendation was that all Goals be kept together.

9. The Dean’s Office will be holding an Assessment Workshop in the Spring.

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Stephenie Canavan

These minutes have not been approved.