

**CCC/CCIC Meeting Notes, by Jim
September 1st, 2011, 3:00-5:00pm
Founder's Dining Room**

Present: Bob, Richard, Kara, Rebecca J, Lisa, Paul, Zach, Jane, Cynthia, Vidya, Jim, Rebecca C., Russ.

1. Informations

(a) Budgets

Do the CCIC and CCC have one? Two? Is our money coming from Beth or Richard? Likewise, if and when would administrative support be coming? Zach and Jim to take this up with Richard and Beth.

(b) Sample Syllabi

We should post sample syllabi, showing how courses are reflecting the Learning Outcomes. If you have one, or know someone who does, encourage them to consider letting us post it as 'draft'. Goal: Have several available by October 13th.

(c) Assessment Rubrics

The AAC&U (American Association of Colleges and Universities) coordinated the development of assessment rubrics in a number of areas. See them at <http://www.aacu.org/value/> These will be linked to in the webpage. WG chairs should explicitly send the relevant one(s) to their WG members. Is it worthwhile to have others? If so, who has some?

(d) ASSMC representative(s)

Thankworthily, Jane is willing to coordinate. Our past procedure was to cast a large net, have a short application (why are you interested?), short interview with Jane and Vidya, who selected them, and then they were formally appointed by AASMC. She is planning to use a similar process here. Perhaps can have students attending by the 9/15 meeting.

Vidya and Rebecca J agreed to help Jane. Forward names of candidate students to Jane.

(e) Departmental liaison emails and connections

CCIC members are reminded to contact their departments, to remind them that you are their liaison. (Consider using Cynthia's history email as a model.) Please also follow up with meeting(s). Make sure they know about October 13th work day – learning about assessment, how to write designation applications.

(f) Seats in Courses

With two fewer (Composition and Seminar) courses in 2012–13 we need to have sufficient other courses. Richard is working on this.

Note: Courses using English 5 as a defacto 'sophomore standing' pre-requisite (e.g., Math 10), will have to rethink this strategy.

2. Discussion Items

(a) Discussion of 8/23 and WG's.

Some of the points made include

- Concern with 'true believers', who wish to re-purpose the outcomes.

- Senate and EUPC intentionally broadened the learning outcomes, to be purposefully inclusive. We have to be able to decide; we cannot continually re-open old. The language must be respected.
- The need for rigor and quality must be emphasized.
- Our goals and outcomes will be continually assessed, and perhaps revised. But for now we must stick to the language as is.
- Will need more EtW courses. Will need faculty support to grow these. Especially Community Engagement. Jim, Cynthia, Paul meeting soon with Susie Miller, Marshall Welsh and Patty Bishop to discuss.
- Resource question – how many *new* courses are we asking for? If departments are adding courses *here* then some over *there* will need to go away. How to handle this? Likely impacting EtW goals most.
- Please send around any draft designation approval rubrics, so that we can try to stay consistent.

(b) Application and necessary documentation.

Application Form: Reviewed, revised, and adopted. Jim to post on webpage and inform TUG chairs. Zach and Jim to distribute at 9/20 TUG chairs meeting.

Concern remains about the wide variety of artifacts that we might end up with. This has both bad (hard to assess) and good (lots of ideas explored).

Interest Form: Reviewed. Concerns that it is too long.: We need to inform departments/programs that are being revised that this this should be in their head, while not demanding too much work from folks. At the same time, we would like an early count of areas we are weak in. Jim and Zach to tweak.

(c) October 13th planning.

This will be a core work day. We will run parallel session.

1) Open drop-in/working session for chairs (or designees) working on their designation applications.

2) Intro to assessment for WG members (by our own Cynthia), following by work on writing assessment rubrics.

We need to advertise and encourage to make sure chairs/designees come. Available CCIC members available for help.

Need to be clear about difference between Designation Rubric (are the designation applications good enough? in effect, grading them) and Assessment Rubric (How well are the students overall meeting our learning goals.)

Decision on timing was 10:30-3:30pm. Start with bagels and initial presentation. Sandwich lunch.