# Institutional Effectiveness Steering Committee - minutes

**May 19th, 2021 - TEAMS**

Members: Laurence Amoureux, Darcee Caron, Christine Tomasek, Carla Canelas Tobar, Russell Williams, Olivia Grobocopatel, and Claudio Piani.

Guest Stars: Ruth, Safia

1. Welcome
2. Members present (apologies)
3. Approval of **agenda**
4. **Takeaways from Outcomes Assessment Day**

Claudio, Russell, and Safia present their impressions of their workshops.

**Claudio:** His session was about complaints but he did help some faculty.

**Russel and Ruth**: The CC was trying to be as clear as possible about what faculty are expected to do. There is confusion in terms of what is the overall timeline for assessment is. There is also confusion about what learning outcomes faculty should be reporting on. There is need for clarifications.

There were productive discussions about the new CC forms and the learning outcomes. The LOs that we are seeing now are stronger and assessable than before. One of the concerns that were raised was the standardization. Specifically, standardizing the notion of success in achieving learning outcomes.

**Safia**: The workshop went great. Many people came because they do not know what is expected from them in terms of assessment. Safia wonders what is the minimum required in assessment. They run out of time.

Ideas for the future:

* Clearly state at the beginning of each workshops the goals of the meeting.
* Possibly organize more events during the year: for example, assessment for new faculty or presentations by chairs about their department’s assessment.

1. **Outline of work for assessing departmental reports**

The committee members will revise the assessment of departmental reports. This assessment has been started by Claudio and is based on pre-determined rubrics. Each committee member will revise the assessment of several programs and provide feedback before mid-June.

Division of programs by committee members:

1. Carla – E&M and PPE departments
2. Darcee – C, M and C
3. Christine – GLACC components
4. Russell – AH, FA, MEP, Philosophy, comparative literature, psychology, gender studies.