### Assurance of Learning Plan

**Undergraduate Degree Programs**

#### Meeting Title
AACSB Maintenance of Accreditation for Undergraduate Degree Programs

#### Date
Wednesday, December 7, 2011

#### Time
8:00 am – 9:00 am

#### Place
2038 BIF

#### Website
[http://business.illinois.edu/assuranceoflearning/](http://business.illinois.edu/assuranceoflearning/)

#### Chair Person
Sandy Carroll

#### Invitee List
Martin Wu, Cele Otnes, Elisabeth Otheten, Ron Watkins, Cameron Blaydes, Victor Mullins, Sandy Carroll and Tami Currid

#### Absent
Elisabeth Otheten

#### Agenda

**Assessment Process:**

Develop a Systematic and on-going process to develop, monitor and evaluate the substance and delivery of the curricula of the program and to assess the impact of the curricula on learning.

**Expected Committee Assessment Process Outcome:**

1. Develop new & refine existing tools and measurement to directly assess learning.
   a. Disciplinary Competence
   b. Critical Thinking & Problem Solving
   c. Teamwork & Leadership
   d. Professional Responsibility
   e. Multicultural Diversity
   f. Communication Skills
2. Assess at least TWO learning goals from the program annually.
3. Conform the assessment cycle to the AACSB Standards.
4. Maintain appropriate records to document the processes & evaluations.
5. Prepare an annual summary report (3-5 pages) that will be shared with faculty by email and at college meetings.
6. Make Recommendations to the Ed Policy Committee for implementation of changes resulting from assessment to effectively “close the loop”.

#### Minutes Submitted By
Tami Currid

#### Minutes Submitted On
Thursday, December 08, 2011

#### Next Meeting
**Date:**

**Time:**

**Place:**

**Chair:**
Decisions:

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<tr>
<td>1.</td>
<td>Eliminate Faculty Misperception of AACSB Evaluation as Threatening</td>
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<td>2.</td>
<td>Data is Plentiful—Need to Systematically Mine, Assess &amp; Use it</td>
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| 3. | Date Sources to Ensure Good Assessment (must be repeatable):  
   a. Cannot be measured by grades  
   b. Student Assessment (Senior Survey)  
   c. Faculty Assessment of Student Body  
   d. Department Head Assessment  
   e. Employer Assessment Component |
| 4. | Each Department will have 1 Representative Reporting Back to this Committee  
   a. Department Own Team of Members  
   b. Develop Own Method for Addressing & Assessing Assurance of Learning? |

Action Items:

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<th>Due Date</th>
<th>Comments</th>
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| 1. | Discussion with Dean DeBrock and 3 Department Heads:  
   - Curriculum Steering Committee  
   - Disciplinary/Competency Measure  
   - Teamwork/Leadership Measure | Sandy Carroll | 1/25/2012 | Discussed with Dean DeBrock. We will add another BADM faculty to the committee. |
| 2. | Committee Meets Monthly | Tami Currid | | |

Carry-Over Items for Next Meeting:

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| 1. | Need to Determine How to Accomplish this by Creating “Framework Example”  
   a. Look at 6 Assessment Measures  
   b. Identify Application for Each Course  
   c. Then Assess  
   d. What Does Final Document Look Like? |
| 2. | Setting and Meeting Goals |

Notes: