## Members
Jennifer Kreie, Meghan Downes, Tim Query, Grace Ann Rosile, Mike Hyman (Liz Ellis, Ex-officio)
Absent: none. Guests: none

## Chair: Tim Query
Note taker: Meghan Downes

### Topics
Approval of Minutes of September 25, 2013.

### Outcome
Approved Unanimously as amended

| Consider updated proposal for assessment of MBA Globalization goal.  
- finalize assignment proposal  
- finalize rubric  
- assignments for completion of “answer key” | Discussed the proposed assessment instrument and rubric. Assessment baseline for MBA Globalization will use the “can identify at least 1” for each of the 4 criteria. Exceeds will be more than 1 and fails is not even 1. AACSB is interested in seeing instruments used and gained useful information and then acting on the information generated. First step is to get an instrument out there and get a baseline of what is going on with student learning of that goal. The point of the assessment is that we claim we teach globalization across a variety of courses, but do we?  
Criterion Rubric and Answer Key:  
1. Liz provided preliminary information from Finance and legal issues; Tim will complete finance, Jennifer will do Management; Mike will do Marketing, Liz will complete BLAW – go back to departments to elicit feedback on the criterion rubric and answer key; make sure answer key contains all possible bullet points for acceptable answers.  
2. Assessment instrument approved unanimously by committee.  
3. Assessment rubric draft approach approved with amendment for “opportunity or threats” to “opportunity and threats”; Mike Hyman will confirm that the Marketing performance standards work with the assignment.  
4. Criterion 4: change criteria 4 to “identify and describe financial issues relating to investing in another country.” – get feedback from finance folks regarding general vs specific and excluding or including investing in country or investing in a foreign company. Tim Query  
5. GLOBAL ANSWER KEY: Liz will consult with faculty on the legal bullets; Tim on Finance bullets. Mike will work with Marketing faculty to get bullets on Criterion 2; Jennifer will work with Management faculty to get bullets for Criterion 1 (strategy). Must include feedback from those EXPECTED to teach in the next two years.  
Liz will complete the criterion rubric answers for final feedback and approval next time (must be finalized by October 30 meeting). |

| Review Assessment Report (previously referred to as “Assessment Data Sheet”) template. | Data sheet approved by committee with minimal discussion. |
| Review draft Reports for FA2012 assessments; complete missing items, and make assignments if necessary to gather missing information.  
-MBA_THINK  
-MBA_WRITE  
-BBA_THINK  
-BBA_WRITE | Liz put available material together. The committee needs to follow up with Randy McFerrin to fill in the missing areas. Meghan will meet with Randy to complete missing areas from his records/memory; convocation material was not sufficient to complete material for previous reports. Meghan will talk with Randy to get as much information for reports for 2012 as possible and will determine if he has sample student assignments for each of the assessments for each of the performance levels. If so, we need copies to archive. AOL committee does not need to provide its own recommendation on what to do with the data; just provide a summary of the results and let the UG/G committee make the recommendations as the path forward and utilization of results. FOR MBA-THINK – AOL committee felt there was a mismatch between the rubric and the answer key; it was decided to be reassessed as it looked as if the data was invalid. Committee approves Liz’s inclusion of this in the summary. Rubric has been modified; Grace Ann has led this effort and the reassessment is occurring this semester. |
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<tr>
<td><strong>Other Business:</strong></td>
<td>None.</td>
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<tr>
<td>Next Meeting Scheduled</td>
<td>W 10/30 @ 3 pm</td>
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<td>Adjournment</td>
<td>Time not recorded.</td>
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These minutes were Approved at meeting on 10/30/2013.