

Continuous Improvement of Learning Committee (CILC)  
September 15, 2016  
2:10 PM, 2011 Black

### Committee Roster

H. Shapiro Thermofluids Fundamentals: present  
R. Montazami Systems and Controls: absent  
J. Heise Design and Professional Practice: present  
A. Chandra Manufacturing and Mechanics: present  
T. Heindel Energy: present  
B. Ganapathysubramanian Modeling and Simulation: absent  
J. Wagner Student Development: absent  
E. Agba and S. Merkel ABET/State Reporting: Merkle present  
C. Schwartz Associate Chair: absent

### AGENDA

1. Outcomes reporting process for Fall semester
  - a. Chairs will work with committees to let instructors know which objectives will be assessed and reported on at the end of the semester
2. Report on first ABET/SLTF meeting – Shapiro
  - a. Continuous improvement go around
  - b. Status of reaccreditation process go around
  - c. FE exam and OPAL data
    - i. OPAL- was run through Career Services
      1. Utilized as a reporting system for co-ops and internships
      2. Student's supervisor would respond based on student's skills as associated ABET
    - ii. Opportunity to look at this information and create opportunities to build on these skills- longitudinal assessments
3. Review of outcomes by CDC's – initiate process
  - a. Chairs need to distribute outcomes to the committees
    - i. Discuss with committees
      1. Are the outcomes that are currently listed what they want to use?
      2. Should the syllabi include tracked ABET outcomes?
      3. What the basics for the courses should be, especially for courses that are sequential
      4. Should there be a more standardized measurement of the outcomes?
        - a. Language should be more evidence-based and assessable
        - b. Not necessarily just measured by an exam
        - c. How many students are actually meeting these outcomes?
      5. Identify a lead instructor for each course to guide these group discussions surrounding outcomes
  - b. ABET requires a continuous improvement process

- i. Does not require reports, but reports help assist in showing semesterly progress
  - c. Reports should not be evaluative but should show trends
    - i. Aggregate data of the sections together
    - ii. Can be used for both ABET and State reporting
    - iii. Show data in faculty meetings
- 4. Next meeting: October 13
  - a. ABET timeline mock review
  - b. Do we want to change this process?