AbOut Assessment Software
Feb. 25 (Wed) 11:00-11:50am
EE Conference Room (Main 208)

Attendees:
Jeff Braun, Mitch Deplazes, Bryce Hill, Josh Lee, Celia Schahczenski, Luke Schuler, Mack Sutherland, Dan Trudnowski

11:00   Recap last meeting   Josh Lee
- The new business objectives of the software are very similar to current business objectives, but expanded to accommodate EE
- Uploading documents into the software system will be documented as a future enhancement
- Adding support for performance criteria will be considered and CS may consider adopting using performance criteria
- The system will support pasting student scores from a column of an Excel spreadsheet
- The system will store students names alphabetically by student last name and not provide support for changing the order of student names

11:05   Users roles   Josh Lee
- Describe
  User roles don't need to be a person, they could refer to an automated system or hardware. Also, a person can play different roles (like wearing another hat).

- Needed roles
  The following roles were agreed upon:
    o Administrator – handles entry of all data except for defining course metrics and entering scores. It was decided that this actor would be responsible for adding performance criteria to student outcomes.
    o Faculty (active and inactive) – define course metrics for measuring performance criteria, and enters student scores for those metrics.
    o Observer – can generate reports and view everything in read/only mode

11:25   Add performance criteria to outcome   Mack Sutherland
- Clarification of how EE handles
    o performance criteria
      Meeting attendees were alerted that ABET is planning to change student outcomes in 2017. The new outcomes will be more broadly defined. It seems likely that the idea of having performance criteria will be even more important when the outcomes are defined more broadly.

- o performance criteria target grade
  EE refers to these as "lines in the sand". Every two years the committee sets these, but the software doesn't need to know about them.

- o measurements taken to see if students meet target
  Final grades are used for classes outside of the EE department but more detailed metrics, similar to what AbOut facilitates, are used for classes within the department. It was decided that the system should only focuses on EE courses and that there will be 1 method of calculating metric averages for EE. That will be an overall average of the scores (so a class with 30 students counts 30 times more than a class with 1 student). (Note: This is very different than what the software currently does. Currently it is not giving average scores. Rather it is stating what percentage of the students earned 70% or better. Also, currently it weights all classes equally, regardless of the class enrolment or credits.

- CS response to the above, what may work/not work for CS
  The CS department indicated that they would like to use a weighted average.

- Performance criteria entered once and selected each two years, or type performance criteria each 2 years

  The "administrator" will type these in. They will be like a second "layer", with each being assigned to a student outcome. The student outcome will not change often, while the performance criteria associated with the outcome will change more often. The system could automatically name/identify the performance criteria using 1,2, 3, etc. These would need begin and end semester, as the outcomes have, as they will be retired.

11:45   Reports
- Current reports: Mitch Deplazes
  - o Outcome report
  - o Matrix report
  - o C.O.R.E. statistics

  - o Overview course report
    This report has outcomes across the top and courses listed down the side. The percentages represent the average of the scores across the chosen semesters.

EE found this report the most useful. However, the begin and end semester must be listed in the title and rather than a simple average of the scores, the averages should be weighted by the number of students who passed the course. EE would like a clear notification when changes to an outcome over the time frame of the report have affected its results.

- o Overview outcome report
  This report has semesters across the top and outcomes listed down the side. The percentage represents the average of the scores for the offerings in that semester. EE does not expect to need this report. It appears that the overview outcome report also is not needed by CS.

- Outcome report, display for academic year (example AY14-15) or for biennial (example AY14-15 & AY15-16)
  EE and CS like the current approach which uses semesters. They like being able to select a single semester or a semester range.

- Are overview course and outcome report needed?

  Overview Outcome Report is not needed.

- Other reports needed?
  The EE department sees no need for other reports.

11:50   Next meeting – March 11   Josh Lee