

# **Institutional Learning Outcomes (ILO) Subcommittee of CAPR**



## **ILO Subcommittee Meeting Minutes** November 28, 2022, 2:00 pm – 3:50 pm

### **ILO Subcommittee Members**

**Present:** Stephanie Alexander (LIB), Martin Castillo (co-curricular program), Moayed Daneshyari (CSCI), Jean Lin (CLASS), Michael Schmeltz (CSCI), Julie Stein (APS), Balaraman Rajan (CBE), Nancy White (GE, CEAS)

**Absent:** Kevin Kaatz (GE), Shadi Roshandel (CEAS)

### **Co-Chairs**

Moayed Daneshyari (Fall 2022)

Shadi Roshandel (Spring 2023)

1. Volunteer for November 28th minutes (Nancy).
2. Approval of agenda for November 28<sup>th</sup> (Bala, Martin).
3. Approval of November 7th Minutes (Martin, Nancy).
4. Complete ILO Teamwork and Leadership survey coding – members worked individually to code survey responses, and were asked to complete assigned coding by the end of this week.
5. At 3:30 P.M. members checked back in to provide feedback; summarize themes, and discuss coding observations. Members reviewed the process Kevin Gin used to identify the words/phrases used for coding, which were based on a word cloud created with key words from student responses.

There were many thoughtful responses from students. It was nice to see students mention specific classes, instructors, and group projects that were helpful to them in developing teamwork and leadership skills. Evaluators also mentioned enjoying student responses related to personal growth/development and applying skills to every aspect of their lives. We learned a lot from this first assessment survey. In the future we should consider giving students a list of options to select from, with an “other” option for students to write in items they want to add.

6. Spring 2023 ILO Subcommittee meeting dates: 1/23, 2/6, 2/20, 3/6, 3/20, 4/3, 4/17.
7. Semester reflection.
8. Adjourn (Martin, Nancy).