

January Term Assessment Committee  
Monday, September 21, 2015

In attendance: Erin Brownlee Dell, Daniel Diaz, Martee Holt, Betty Kane, Roy Nydorf, Beth Rushing, Janet Starmer and Rob Whitnell (chair).

The meeting opened with a moment of silence and then Rob Whitnell welcomed committee members.

### General Comments

With the departures of Jack Zerbe and Jeff Favolise, the administrative team facilitating January Term has changed. Rob Whitnell, Daniel Diaz and Beth Rushing are providing administrative oversight. Roy Nydorf is the new Arts representative on the Committee.

This is a pivotal year for the January term. As budgets are tighter, the costs and impact of the initiative will be important factors in recommendations and decisions. Beth Rushing mentioned that the retention rate for first to second year students for this past year dropped and while not the only factor, it will be important to look at the January Term's impact on retention. Data about this class and those who withdrew are being studied.

There is also evidence that some students enrolled in the January term to accelerate completion. Perhaps there is a way to find balance between completion and innovative experiences.

There was a concern about access and cost of some of the experiences offered. Would it be preferable to enhance learning in the regular semester where all students may be able to benefit?

It is important to conduct additional surveys of faculty and students (both for participants and non-participants). A survey would allow us to find out what would make January Term appealing? What are the barriers?

A conversation about price must be a part of this work. If we think it is important, does this program make sense for all Guilford students?

### Review of Minutes from June 29, 2015

The minutes from June 29, 2015 were approved.

### Information request from Clerk's Committee

Kathryn Shields is the liaison from the Clerk's Committee to the January Term Assessment Committee. In response to information requested:

- *Who is serving as Committee Chair?* Rob Whitnell
- *Have you met this semester?* Yes
- *How frequently do you plan to meet?* The schedule is in the process of being set, with the likelihood of meeting every 2 weeks on Mondays at 8:30 a.m.

- *Do we post minutes of our meetings to Moon Room?* Committee members agreed to post minutes here.
- *Is your Committee's charge clear?* The committee reviewed the original charge and agreed that all of the committee's activities fall under the charge.
- *Are there any issues or concerns to be brought to Clerks Committee?* More feedback from faculty would inform our work. One committee member suggested there is a concern about the integrity of teaching in a three-week format. It was suggested that faculty feedback could be solicited at division meetings, faculty meetings or in a scheduled forum.

#### Additional discussion

Beth has asked Stephanie Hargrave for data related to participation in previous January terms. Janet Starmer asked percentage of students (SSP or otherwise at risk) in participation.

#### January term 2016

The committee will review 2016 vs. 2015 offerings. How many study abroad experiences? What other kinds of experiences are offered? Cost?

The Committee will meet before fall break to look at study abroad enrollments for January term and to discuss the planning and administration of the survey for faculty and staff.

#### Goals for the committee for fall 2015

- Survey students who plan or do not plan to participate in January Term 2016
- Gather more data about participating students
- Consider other options for offering January Term-like experiences, such as a Maymester. We may ask Clerk's Committee for permission to consult with the faculty regarding various options.

It will be very important to meet the April 2016 deadline to submit a final report to the president and faculty. This will mean intensive work before the spring semester.

Next meeting is scheduled for 8:30 a.m. on Monday, October 5.