



UAA Faculty Senate Academic Assessment Committee

Agenda: January 14, 2011
12:00pm – 2:00pm ADM 283
Audio conference: 1-800-893-8850
Participant code: 1664738

General Business

- Approval of Agenda
- Approval of Minutes for 12/10/10 Meeting
- Chair Report (added to agenda at start of meeting)

Continuing Business

- Revised draft Handbook

New Business

- Assessment process: AY11

Scheduled Meeting Dates Spring 2011		
Date	Time	Location
1/14	12:00-2:00 pm	ADM 283
1/21	12:00-2:00 pm	TBA
1/28	12:00-2:00 pm	TBA
2/11	12:00-2:00 pm	TBA
2/18	12:00-2:00 pm	TBA
2/25	12:00-2:00 pm	TBA
3/18	12:00-2:00 pm	TBA
3/25	12:00-2:00 pm	TBA
4/8	12:00-2:00 pm	TBA
4/15	12:00-2:00 pm	TBA
4/22	12:00-2:00 pm	TBA
Spring 2011 schedule: 2 nd , 3 rd , 4 th Fridays		

Expected Attendees

Tara Smith (Chair), Faculty Senate
Osama Abaza, Faculty Senate
Allan Barnes, CHSW
Brian Bennett, CTC
Kim Bloomstrom, MSC
Keith Cates, COE
Tom Dalrymple, KPC

Sue Fallon, Faculty Senate
Nicolae Lobontiu, SOE
Jesse Mickelson, KOD
Susan Mitchell, LIB
Kenrick Mock, Faculty Senate
Bill Myers, CAS
Jack Pauli, CBPP

Bart Quimby, OAA
Melissa Huenefeld, OAA

Note: Confirmed meeting attendees are marked with "C."



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Those unable to attend are marked "N." Those calling in are marked "P."

UAA Faculty Senate Academic Assessment Committee Minutes December 10, 2010

General Business

- Approval of Agenda (with changes indicated below)
- Approval of Minutes for 11/19/10 Meeting

Continuing Business

- Draft memo to GERC (moved to beginning of agenda at start of meeting)
 - Tara explains that second memo was needed to formally ask the Provost for a team to attend the upcoming institute.
 - Memo to GERC states that AAC does not control the creation of the proposed GEAC, but we do suggest that an exploratory task force be created to attend the institute.
 - Discussion on role of task force
 - Should explore questions such as compensation & authority - any potential committee needs to be empowered/supported to do GER assessment.
 - Members that attend institute should be prepared to participate in task force after conference.
 - Need broad representation; however, we need a workable size group (not too small or too large).
 - Changes/Edits to Memo
 - Add AAC in parenthesis after Academic Assessment Committee on memo to Provost.
 - Committee likes overall tone.
 - **Motion passed (all in favor): Accept Memos with recommended edit and send out.**
- Feedback on draft Handbook
 - Concerns presented
 - The new assessment process will require more work from programs.
 - Deadline dates. When should reports be due? When is a good time? If reports are due in May/June, where will funding come from?
 - Concern over having too many summer committees.
 - Handbook appears to be more administratively driven than faculty driven.
 - Who do we take our direction from? Who is requiring the reports? On whose authority are we acting?
 - BOR and accreditation are requiring the reports.
 - Assessment and Program Review
 - How does assessment feed into program review?
 - Relationship between assessment and program review is problematic.
 - People will not be honest about assessment if it is directly connected to program review (since program review is about revamping or cutting programs).



- How can programs express concerns, such as being underfunded/understaffed?
 - Many of UAA's handbooks are actually policy documents /help documents combined. The term handbook may not be an accurate term.
 - Communication
 - We need to further work on getting the word out about the handbook and provide more opportunities for people to voice their questions/concerns.
 - Need to contact UAB, GERC and GAB and any other major assessment committees.
 - Committee members should go out in teams.
 - Jack will organize a meeting with the CBPP Assessment Committee for January 21 (during our regular meeting time if possible).
 - Tara will work on revising the handbook (for January) to respond to the feedback we have received so far:
 - Handbook title
 - Revising our charge
 - Administrative influence on handbook
 - Deadline dates
 - Authority clarification
 - Handbook will be up for first reading at Faculty Senate meeting in February.
 - Allan to look into question of acceptable accrediting organizations. Will look at CHEA and USDE recognition criteria and will provide recommendation prior to next meeting.
- FAQ on draft Handbook
 - Skipped – will discuss at a later time.
- Website improvements
 - Feedback
 - Brian recommends that webpage title be changed to “University Planning and Assessment” rather than “Bridge to University Planning and Assessment.”
 - Megan recommends that program review should be moved under assessment:
 - These should remain as listed separately.
 - Megan recommends a link to core themes:
 - Since core themes were developed for accreditation and the current structure of accreditation is in flux, this should be added at another date.
 - Recommend that we post example plans/reports/outcomes from UAA programs.
 - This would visibly promote how other programs are doing assessment.
 - Should post a variety of examples that are appropriate for different disciplines.
 - Suggest that Bart change url for assessment reporting site – it should be listed as a UAA website.



- Susan will work on adding further content to website now that structure is in place.

Information Item

- Tara will be out of town for 1/28 meeting.

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C	Tara Smith (Chair), Faculty Senate
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C	Allan Barnes, CHSW
P	Brian Bennett, CTC
P	Kim Bloomstrom, MSC
C	Keith Cates, COE
N	Tom Dalrymple, KPC

C	Sue Fallon, Faculty Senate
N	Nicolae Lobontiu, SOE
N	Jesse Mickelson, KOD
C	Susan Mitchell, LIB
N	Kenrick Mock, Faculty Senate
C	Bill Myers, CAS
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