



UAA Faculty Senate Academic Assessment Committee

Agenda: October 28, 2011

12:00 – 2:00pm LIB 306

Audio conference: 1-800-893-8850

Participant code: 1664738

eLive: May be accessed through Blackboard

General Business

- Approval of Agenda
- Approval of Minutes for 10/21/11 Meeting

Continuing Business

- AAC website
- Board of Regents policies

New Business

- Checklist for three year review

Scheduled Meeting Dates Fall 2011		
Date	Time	Location
10/28	12:00-2:00pm	LIB 306
11/11	12:00-2:00pm	LIB 306
11/18	12:00-2:00pm	LIB 306
12/9	12:00-2:00pm	LIB 306
Fall 2011 schedule: 2 nd , 3 rd , 4 th Fridays		

Keith Cates (Chair), COE
Osama Abaza, Faculty Senate
Brian Bennett, CTC
Kim Bloomstrom, MSC
Sue Fallon, Faculty Senate
Jennifer McFerran Brock, SOE
Jesse Mickelson, KOD

Expected Attendees

Kenrick Mock, Faculty Senate
Deborah Mole, LIB
Bill Myers, CAS
Soren Orley, CBPP
Cheryl Siemers, KPC
Tara Smith, Faculty Senate
Kathi Trawver, COH

Bart Quimby, OAA
Melissa Huenefeld, OAA

*Note: Confirmed meeting attendees are marked with "C."
Those unable to attend are marked "N." Those calling in are marked "P."*

UAA Faculty Senate Academic Assessment Committee
Minutes October 21, 2011

General Business

- Approval of Agenda
- Approval of Minutes for 10/14/11 Meeting

Continuing Business

- Assessment reporting spreadsheet
 - Demo video
 - Kenrick redid the video – is presenting to the public (instead of AAC)
 - We can use this in the interim until the real reporting examples are ready
 - **Motion approved: Accept this interim demo video until we can get the permanent video in place**
- AAC website
 - Keith spoke with IT about the capabilities of CMS. They are confident that we should be able to do what we want to do on our website, however, we need to give them specifics before they can give us a final answer
 - Can we provide IT with a list of the types of things we are hoping to do?
 - Keith will get back to them when we have specific examples to provide
 - Database driven sites have been problematic for CMS to do in the past
 - We could have a database driven site outside of CMS – we would need to find someone to create this/manage this for us
 - What is proprietary?
 - Assessment reports are made publically available, however, we still hold them
 - What is it that we want to collect? What kind of feedback mechanisms do we want to put in place?
 - We need to determine what we need/want for the reporting website
 - Flowchart discussion
 - Should rename “Learning about us” – change to “Toolbox”
 - This should contain information on course level assessment, exit surveys, professional examination results, etc.
 - We want programs to be able to share their experiences and the different types of tools that they have used
 - Move “What and Why we are” to the “Index page”
 - Can we have fewer items on the second level?
 - Brian’s goal on this first draft was to make sure that the user can access any item on the page within two clicks. The second level is a long list, however, it makes the path of getting to other places much shorter
 - “Agenda” and “Minutes” could be combined and changed to “Meetings” or “Agenda and Minutes”



- “Timelines” could be placed within the “Assessment Handbook” or under the “Report” options – we could put the timeline in more than one place
- In general there should be multiple paths to get to a document
- We should leave “General Education Assessment” off at this point
- “Resources” on the second level should be changed to “UA Policies” or “Policy Documents”
- What is contained in “Resources” on the third level?
 - External resources
- Should place the checklist that Bill drafted under the “Report” options
- Where do we want to put the actual reports?
 - Bart would like AAC to manage this, not OAA
 - What about old reports?
 - It would be nice to have a searchable database where these could be stored – should have an area under “Report” options for “Historical Reports”
 - Where these reports are electronically stored is TBD, but we should be sure to make them accessible by some means
 - A basic repository would work; however, we may want more interaction such as the ability to leave comments. Having a searchable database will be important so we can sort by college, department, campus, etc.
- Where do we want the assessment plans to go?
 - Add “Assessment Plan” between “Assessment Handbook” and “One Year Report”
- Please send suggestions for the flowchart to Brian by email. He will incorporate the changes and send out to the group for comment
- Board of Regents policies
 - Keith didn’t receive any edits or revisions from anyone this week
 - Are we looking at policy and regulation?
 - Per the memo: “President Gamble has requested that governance groups review Regents Policies and University Regulations as they deem appropriate and submit recommendations to the System Governance Office”
 - Please look at the policy and regulations this week and send any comments or suggestions for revisions to Keith or Melissa
- AAC Charge
 - Our approved handbook listed a revised charge for AAC. Our charge as listed in the Faculty Senate bylaws does not match – we may need another vote to approve this change
 - Program assessment to academic assessment expands our charge
 - We are not handling institutional outcomes in our new charge
 - There needs to be some consistency and transferability of GERS – there may be upcoming statewide discussion on general education
 - General education is not institutional right now – is at the bachelor’s level



- General education is a good starting place for the ILO discussion
- Keith will send an email to Bhatta to see what we need to do to get the revised AAC charge approved
 - Will try to make the Monday Faculty Senate deadline if possible

Information Items

- Keith will not be in town for the next AAC meeting
- Please contact Keith or Melissa if you are interested in chairing the next meeting
 - eLive and phone will be available

Expected Attendees

C	Keith Cates (Chair), COE
C	Osama Abaza, Faculty Senate
C	Brian Bennett, CTC
P	Kim Bloomstrom, MSC
N	Sue Fallon, Faculty Senate
C	Jennifer McFerran Brock, SOE
C	Jesse Mickelson, KOD

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