



UAA Faculty Senate Academic Assessment Committee

Agenda: November 12, 2010
11:00am – 2:00pm ADM 283
Audio conference: 1-800-893-8850
Participant code: 1664738

General Business

- Approval of Agenda
- Approval of Minutes for 10/22/10 Meeting

Continuing Business

- Memo from GERC

New Business

- Assessment Institute Experience: Brian (added to the agenda at meeting)
- AY11 Goals & Planning

Scheduled Meeting Dates Fall 2010		
Date	Time	Location
11/12	11:00-2:00 pm	ADM 283
11/19	11:00-2:00 pm	ADM 283
12/10	11:00-2:00 pm	ADM 283
12/17	11:00-2:00 pm	ADM 283
Fall 2010 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."
Those unable to attend are marked "N." Those calling in are marked "P."*

UAA Faculty Senate Academic Assessment Committee
Minutes October 22, 2010

General Business

- Approval of Agenda
- Approval of Minutes for 10/15/10 Meeting

Continuing Business

- Assessment handbook issues for consideration:
 - New Section IV: Terms, Definitions & Guidance
 - Element Descriptions
 - Discussion over placement of tables in handbook – agree that handbook reads better if we keep them all in one section
 - **Motion passed (none opposed): Accept new location of tables in the handbook.**
 - Discussion of Direct measures text
 - Need to have a more general definition in case the definition of direct measures evolves over time, however the definition should not be so general that it is unclear
 - New language adopted
 - Discussion over Indirect measures text
 - What is the definition of indirect measures? How can we define indirect measures without using what it is not (direct measures)?
 - New language found off of Michigan Engineering Assessment website – new language adopted (will be cited)
 - Appendices
 - Program Assessment Plan Template (revised)
 - Reviewed changes provided by Bill – additional revisions made
 - Annual Update Excel Template
 - Reviewed changes provided by Kenrick
 - He added instructions on how to use the spreadsheet
 - Kenrick will make suggested changes to wording/format of spreadsheet
 - Annual Update Narrative Template
 - Reviewed draft provided by Bill (drafted an actual template rather than an example)
 - Discussion over No. 3 on the template
 - Is it necessary? Student outcomes are already referred to in No. 1 & 2
 - Template should match page 8 of handbook – Bill will make suggested changes
 - Revised draft of handbook: remaining issues, edits, etc?



- Typos addressed
 - There is still confusion over process of programs with outside accreditation
 - Programs need to respond equally to outside accreditation and to UAA
 - Department accreditation can be very different from UAA Assessment – there can be an overlap but they can also cover different things
 - 2-4 pages shouldn't be asking too much from programs, however, some programs may have a difficult time providing meaningful information in just 2-4 pages
 - Should the page limit be changed?
 - Tara to add paragraph of explanation of why information is needed and that submission may include accreditation assessment plans or reports
 - Motion NOT passed (2 in support, 5 opposed): Remove Figure 1: 3-Year Review Cycle from handbook
 - Figure should be altered instead, not removed completely
 - The visual may be helpful to some and we should provide one if we are able to come up with a design that is clear
 - **Motion passed (all in favor): Replacement figure to be designed (by Kenrick or Keith). Committee will vote on Blackboard. If replacement figure is not approved, then Figure 1 will be removed from the handbook entirely.**
- Memo from GERC
 - Skipped

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

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