



UAA Faculty Senate Academic Assessment Committee

Agenda: December 10, 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 11/19/10 Meeting

Continuing Business

- Draft memo to GERC
- Feedback on draft Handbook
- FAQ on draft Handbook
- Website improvements

Scheduled Meeting Dates Spring 2011		
Date	Time	Location
1/14	12:00-2:00 pm	TBA
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."
Those unable to attend are marked "N." Those calling in are marked "P."*

UAA Faculty Senate Academic Assessment Committee Minutes November 19, 2010

General Business

- Approval of Agenda (with changes indicated below)
- Approval of Minutes for 11/12/10 Meeting
 - Verified that votes are correctly recorded in minutes (number of abstentions vs. number of opposed votes).

Continuing Business

- Draft memo to GERC (removed from agenda per Tara)
 - Tara to write this memo for next week as she was unable to work on it this week.
- Website improvements
 - *Handout provided by Sue (passed out during meeting and emailed to members calling in).*
 - Susan and Jack propose the creation of a University Planning and Assessment page and a UAA Outcomes Assessment page (these would be bridged). The current website is confusing.
 - Discussion over what language to use for main headers
 - Academic Assessment, Program Assessment or Outcome Assessment?
 - There are conflicting views on the correct terminology to use for the types of assessment. Language is inconsistently used.
 - Since we are focusing on the academic side, we might want to change our terminology. What type of assessment do we provide?
 - Language should match the handbook.
 - Academic Assessment is a more generic term (more encompassing) that Program Assessment. Do we want to be more or less restrictive?
 - Could possibly use UAA Assessment and then narrow down the different assessment types in the “What is Assessment” page.
 - May be helpful to provide definitions for the different areas of assessment. We will be able to better direct people in the right direction (if it is not in our area).
 - There should be a link to the mission statement or to the strategic plan (which contains the mission statement).
 - All of our planning documents should be easily accessible. Would prefer to list text directly on page rather than have people download it.
 - Suggest that a FAQ page be added to the left navigation menu.
 - Left navigation menu should be specific (even if this means a longer list). We want people to access the information they are looking for with as few “clicks” as possible.
 - Susan and Jack to revise handout for further review at next meeting.
 - If there are other assessment website layouts that we like, let Susan know. May provide any other feedback directly to Susan.



- Conference funding
 - Have money for conferences for approximately 4 people
 - Susan Mitchell – funds committed for her to attend a Library assessment conference.
 - Sue Fallon – funds committed for her to attend the AAC&U conference.
 - Bart has talked with Suzanne Forster about attending this conference as well since she coordinates AA assessment and is involved with General Ed. Assessment. Suzanne has not committed to this yet.
 - Tara – funds committed for her to attend the annual meeting of AAC&U in January.
 - Another AAC&U workshop: 2011 Institute on General Education and Assessment is coming up June 4-8, in San Jose. Need to propose a project by February. The Provost may have funds to contribute.
 - **Motion passed: GERC response memo should include a suggestion to consider “How to handle GER assessment” as a possible project topic.** Tara will add this to the memo for next meeting.
 - Would like to include representatives from GERC, AAC, AA Assessment, OAA and CPDS.

New Business

- Funding Formula for Assessment Coordinators
 - OAA has a set pot of money that they distribute to colleges each year for assessment purposes. Current distribution is based off of an old system. Since the assessment landscape has changed, this needs to be reevaluated.
 - Does anyone have any thoughts on how an equitable distribution can occur?
 - Could give colleges money based on performance, however, this may take away from the special needs that colleges/departments have.
 - Will was never able to come up with a formula to distribute the money equitably.
 - Should provide equitable pay for equitable effort (people should not get paid for work not done). This is hard to control since the money is given to the deans offices to distribute as they wish.
 - We should ask colleges what funding they need (since the assessment arena is changing). We should also recommend that they check out the AAC Handbook to see how it will impact them.
 - Bart would like members to think on this and give him feedback/suggestions soon, as a decision needs to be made shortly.
- Feedback on handbook
 - Overall, we have received very little feedback.
 - One positive comment received on the portion of the handbook that explains granting exceptions for outside accreditation.
 - Tara asks that members talk with their colleagues and encourage them to provide feedback.



- We need assessment coordinators to read the handbook – they will be the best sources of feedback.
 - Bill has list of CAS assessment coordinators, however, we don't have a master list for the entire campus.

Expected Attendees

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

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

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