



UAA Faculty Senate Academic Assessment Committee

Agenda: February 11, 2011
12:00pm – 2:00pm ADM 283
Audio conference: 1-800-893-8850
Participant code: 1664738

General Business

- Approval of Agenda (agenda created during meeting)
- Approval of Minutes for 1/21/11 Meeting

Continuing Business

- Feedback on Handbook
 - Timing
 - Reporting Requirements
 - External Accreditation
 - Marketing/Outreach
 - Timeline (revised)

Scheduled Meeting Dates Spring 2011		
Date	Time	Location
2/11	12:00-2:00 pm	ADM 283
2/18	12:00-2:00 pm	LIB 307
2/25	12:00-2:00 pm	ADM 283
3/18	12:00-2:00 pm	ADM 283
3/25	12:00-2:00 pm	ADM 283
4/8	12:00-2:00 pm	ADM 283
4/15	12:00-2:00 pm	ADM 283
4/22	12:00-2:00 pm	ADM 283
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
Cheryl Siemers, 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 January 21, 2011

General Business

- Approval of Agenda
- Approval of Minutes for 1/14/11 Meeting
 - Need to change CHIA to CHEA

Continuing Business

- Revised draft Handbook
 - Fixed typo on page 1
 - Keith will send out revised ‘ribbon’ this afternoon
 - Discussion about section discussing new program approval. The paragraph seems unclear about when assessment plans must be submitted by new and majorly changed programs.
 - The paragraph gives UAB/GAB and/or other stops in the curriculum approval process the option to require a visit to AAC before approving these programs.
 - New language was discussed and changes were made to the handbook. The emphasis is to involve the AAC early in the curriculum process.
 - Discussion about paragraph (page 6) dealing with feedback from review process explored time frame. Need to clarify that the feedback will reflect the views expressed in the meeting between the AAC and the program.
 - Discussed the changes to page 1 resulting from last meeting’s comments.
 - Reorganized the first paragraph to make faculty involvement more significant.
 - Title Page: got rid of year and left revision date as the document date
 - “Review of Academic Assessment” (page 1): tweaked first sentence
 - AAC Charge: discussion about the major change to the charge
 - There has been some feedback from faculty in opposition to ILOs.
 - Took out the ‘all’ to the fifth bullet point about fielding and responding to all requests.
 - In the ‘all’ in the ‘refer all curricular and...’
 - Add a bullet stating that the committee does not ‘do’ assessment. Decided not to do that.
 - Reviewed changes to the table on page 3. Discussed the dates in the table—not any real good deadline, so decided to keep it as is.
 - All ‘program assessment’ has been changed to ‘academic assessment’
 - Page 6/7: put in some explanatory language for the ‘optional’ items.
 - Section IV opening: second sentence: who is ‘we’? Changed sentence to ‘faculty should aspire to the following:’
 - First bullet in IV slightly modified: added ‘their’ programs. Other minor edits (punctuation, etc.)
 - Page 10: changed a D.1 to say ‘total of 0 to 10’
 - Page 9: revised second sentence about need to respond to requests from OAA and the Accreditation Team in paragraph about annual updates.



- Reviewed changes on pg 11. No new changes.
- Pg 13, last description (Relevant) sentence seemed to be incomplete and/or unclear. Rewrote description
- Fixed some minor typos in the tables.
- **Motion: send it out for general review next Monday with the changes made today. Unanimously approved.**
- All members should show up for the next Faculty Senate meeting.

New Business

- Assessment process: AY11
 - Sticking with prior year
 - Allow new narrative format
 - We will try to find a program which is willing to pilot the new process if approved in March meeting.
- AMP Discussion
 - Noted that AMP does not have any real mention of assessment.
 - Deadline for comment on AMP has passed.

Expected Attendees

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

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

C	Bart Quimby, OAA
N	Melissa Huenefeld, OAA

* Guest member

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