



**UAA Faculty Senate Academic Assessment Committee**

Agenda: March 18, 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 2/25/11 Meeting
- Update from Bart: AAC&U Institute on General Education & Assessment response (added to agenda at start of meeting)

**Continuing Business**

- Feedback from the Forums

**Information Items**

- Work Schedule for AAC on the Academic Assessment Policy & Procedure document:
  - 3/18 AAC Meeting 12:00-2:00pm, ADM 283
  - 3/25 AAC Meeting (Work Session) 11:00-3:00pm, AHS 147 (draft for second reading, summary of changes, and a track change version completed)
  - 4/1 Faculty Senate (document not on agenda)
  - 4/4-4/15 Open forums
    - 4/6 10:00-11:00am, LIB 302A, offered via audio conference
    - 4/7 10:00-11:00am, LIB 214, offered via eLive
    - 4/11 1:00-2:00pm, RH 303, offered via audio conference
    - 4/12 2:30-3:30pm, LIB 302A, offered via eLive
    - 4/13 2:30-3:30pm, UC 145, offered via audio conference
  - 4/8 AAC Meeting 12:00-2:00pm, ADM 283
  - 4/15 AAC Meeting 12:00-2:00pm, ADM 283
  - 4/22 AAC Meeting (Work Session) 11:00-3:00pm, AHS 147 (final draft, summary of changes, and track change version completed)
  - 4/29 AAC Meeting 12:00-2:00pm, ADM 283
  - 5/6 Faculty Senate (document on agenda for second reading)

Scheduled Meeting Dates Spring 2011		
Date	Time	Location
3/18	12:00-2:00 pm	ADM 283
3/25	11:00-3:00 pm	AHS 147
4/8	12:00-2:00 pm	ADM 283
4/15	12:00-2:00 pm	ADM 283
4/22	11:00-3:00 pm	AHS 147
4/29	12:00-2:00 pm	ADM 283
Spring 2011 schedule: 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> 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 February 25, 2011**

#### **General Business**

- Approval of Agenda
- Approval of Minutes for 2/11/11 Meeting and AAC Forums 2/16-18/11

#### **New Business**

- Program Review
  - At the last forum this became a topic of conversation since program review is now asking for assessment documents to be included. Is this a change?
  - Program Review background (provided by Megan Carlson)
    - Program review originally designed by OAA in concert with Deans and Directors. Original charge is from BOR
    - Deans and Directors felt that the process was onerous so they decided to take the process over and trim down some things
    - Including assessment data has been in the guidelines since 2006
  - Isn't assessment documentation supposed to be attached to show that assessment is being done?
    - Including assessment data provides backup for what the program is reporting
  - Many feel that there is an unresolvable tension between assessment and program review
    - Program review is a managerial review. We are conflating the two by bringing them together. Why would we do this when we have purposefully been trying to keep them separate?
    - Programs should be reviewed and assessment should take place, however, putting the two together is problematic
    - Using assessment in program review causes programs to have to prove that they are doing a good job rather than looking critically to see if they really are doing a good job
    - We don't want to punish programs for taking chances
      - It could take many years for positive results to take place
    - Assessment data has not/should not be used in any decision making processes
      - Assessment plans do not usually show a program's needs – this is done through another system.
      - Our current system is broken and has a lot of pieces
    - It needs to be better communicated that having assessment data for program review is about the process – it is not meant to be used against programs
      - This isn't just a communication problem. It needs to be determined if this should be part of program review or not
  - We could possibly address what BOR and the Deans and Directors are looking for by providing a summary on what assessment is being done (without having to attach any reports)



- Not sure what Deans and Directors will think of this idea, but we could suggest it
- Our current system is broken. Not all the deans look at program assessment – some choose to be more involved than others. The main group that looks at assessment is OAA
- Do faculty have access to the dean's reviews?
  - They should – reviews are not confidential
- Who makes the decision on program review?
- Megan could talk to Tom and the issue could be brought up to the Deans and Directors
- Questions and concerns should be directed to the Provost (he may choose to delegate to Tom)
- Formal feedback to the Provost could be drafted by AAC or a draft motion could be forwarded to Faculty Senate
  - Draft to Faculty Senate would need to be phrased in a way to ask them to consider changing the current process
- **Motion passed (all in favor): Send the following motion from AAC to Faculty Senate:**
  - **Quality program/academic assessment requires faculty to question themselves and their practices. Academic assessment is solely for the purposes of a program's internal reflection and improvement. As such, the results are not appropriately incorporated into an administrative review of academic programs. We respectfully request that program review not include assessment plans and reports but requires the program to report on their compliance with the assessment process and allows faculty the option to summarize their efforts or accomplishments.**
- Feedback from the Forums
  - Tara receive an email from John Petraitis with feedback from the Eboard:
    - They would like to know when a new draft will be available – would like another draft to be sent out for feedback
      - Tara would prefer to not release a new draft until we have had a first reading
    - They would like AAC to hold some more forums
  - Tara has drafted a proposed work schedule for AAC for the rest of the semester
    - Can we finalized this and send this as our report to the Faculty Senate?
      - This will provide them with a plan on how we are going to proceed from here
    - **The following will be submitted to Faculty Senate:**
      - **Work Schedule for AAC on the Academic Assessment Policy & Procedure document:**
        - **3/18 AAC Meeting 12:00-2:00pm, ADM 283**
        - **3/25 AAC Meeting (Work Session) 11:00-3:00pm (draft for second reading, summary of changes, and a track change version completed)**



- **4/1 Faculty Senate (document not on agenda)**
- **4/4-4/15 Open forums**
  - **4/6 10:00-11:00am, location TBA**
  - **4/7 10:00-11:00am, location TBA, offered via eLive**
  - **4/11 1:00-2:00pm, location TBA**
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- **5/6 Faculty Senate (document on agenda for second reading)**
  - Tara would like to have a first read at Faculty Senate on 3/4
- Feedback has been consistent
  - Don't change the old system
  - Annual updates and three year review are causing general concern
    - Tara asked Bart if it would be possible to only have three year reviews (no more annual updates)
      - Bart is considering this
    - Are we allowed to make this change? Doesn't OAA need something annually?
      - BOR requires an annual report on assessment, but programs could be considered compliant if they turn in their three year reviews
        - Could put programs on a three year rotating schedule
  - UAB may also be a venue to get information out about documents
    - Could possibly put this on the agenda as an information item
  - Open forums are not the only way that faculty can provide input/feedback. They may also provide feedback to their senators and by email to AAC

### Information Items

- Brian will chair 3/18 meeting. Agenda will be to discuss the current status of input. This will be a regular meeting
- Open forum teams are as follows:
  - 4/6 10:00-11:00am: Bill, Sue F.
    - Location to be somewhere in the east quad - not LIB 214
  - 4/7 10:00-11:00am: Allan, Keith
    - Location to be LIB 214 if available to support eLive
  - 4/11 1:00-2:00pm: Tara, Jack
    - Location to be somewhere in the west quad
  - 4/12 2:30-3:30pm: Keith, Allan, Sue F.
    - Location to be LIB 214 if available to support eLive



- 4/13 2:30-3:30pm: Brian, TBD (Need another volunteer)
  - Location to be at the UC
- Susan M. to look into a possible coding system (topical) to itemize notes from forums

*Expected Attendees*

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

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

N	Bart Quimby, OAA
C	Melissa Huenefeld, OAA
C	*Megan Carlson, OAA

\*Guest

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