



UAA Faculty Senate Academic Assessment Committee

Agenda: September 23, 2011
12:00 – 2:00pm ADM 143A
Audio conference: 1-800-893-8850
Participant code: 1664738

General Business

- Approval of Agenda
- Approval of Minutes for 9/9/11 Meeting
- Meeting time
- Goals and Objectives for AY2011-2012

Continuing Business

- Assessment reporting spreadsheet
- AAC website

New Business

- Request to meet with the UAA Construction Management Program re: accreditation review by American Council for Construction Education

Scheduled Meeting Dates Fall 2011		
Date	Time	Location
9/23	12:00-2:00pm	ADM 283
10/14	12:00-2:00pm	ADM 283
10/21	12:00-2:00pm	ADM 283
10/28	12:00-2:00pm	ADM 283
11/11	12:00-2:00pm	ADM 283
11/18	12:00-2:00pm	ADM 283
12/9	12:00-2:00pm	ADM 283
Fall 2011 schedule: 2 nd , 3 rd , 4 th Fridays		

Expected Attendees

Keith Cates (Chair), COE
Osama Abaza, Faculty Senate
Brian Bennett, CTC
Kim Bloomstrom, MSC
Sue Fallon, Faculty Senate
Alireza Kabirian, CBPP
Jennifer McFerran Brock, SOE

Jesse Mickelson, KOD
Kenrick Mock, Faculty Senate
Deborah Mole, LIB
Bill Myers, CAS
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 September 9, 2011

General Business

- Approval of Agenda
- Approval of Minutes for 4/29/11 Meeting
- Meeting Time (added to agenda at the start of the meeting)
 - Would like to verify that current 12:00-2:00pm meeting time is still the best meeting time for the group
 - Would still like to maintain meeting frequency (2nd, 3rd and 4th Fridays)
 - Melissa to send out a Doodle poll to determine group's availability on Fridays

Continuing Business

- Assessment reporting spreadsheet
 - Per Kenrick's email he has some concerns about the two spreadsheets he proposed last semester (1 year format and 3 year format)
 - Item tabled until Kenrick is able to attend the next meeting
- AAC website
 - Concern expressed over incorrect links on websites
 - These websites are mock-up versions only and are intended to be demos rather than provide accurate/current content
 - The content will need to be updated on final versions

New Business

- Assessment reporting website
 - Why does the current assessment reporting website have Bart's name in the url?
 - Since this is a faculty led effort now, we should not have an individual's name in the url
 - We need to change this url to help to change perceptions on who is now leading assessment efforts
 - Where should this reporting website be housed?
 - It should be on the assessment website, while the AAC website should remain on the Governance website
 - This needs to be housed on the UAA servers. What IT implications would this change have?
 - Where the website is housed is important, but the look of it (perception of location) also needs to be considered
 - Who should we talk to in order to get some of these technical questions answered?
 - Rich Whitney
 - We need to let Rich know that we need a more interactive website for our needs – should email him or ask him to join a meeting
 - A well considered discussion should precede a meeting with Rich



- Should put together a list of comments and criticisms. We need to determine if what we want can work with CMS
- **Motion approved (all in favor): Committee will look at website this week and email comments to Keith. We will then have a follow-up discussion at our next meeting.**
 - Melissa will resend links to mockup websites, current AAC website (which contains final Academic Assessment Handbook) and current Assessment website
- Implementation of handbook
 - What are our next steps?
 - Faculty are becoming anxious on what our next steps will be – there is a lot of confusion right now
 - An email should be sent out to the faculty indicating that OAA is finishing up the current assessment process of requiring final assessment reports to be submitted October 15 – we need to clarify our expectations for this transition period
 - Bart will send out an email to the faculty listserv
 - Bart will ask programs to forward new assessment plans to AAC at ayaac@uaa.alaska.edu and will forward any new programs directly to AAC
 - Bart will try to provide AAC access to view the pilot assessment surveys already submitted
 - Should we send out a request for volunteers for a pilot review?
 - We could limit the number of programs we pilot this year
 - We could take only a program at a time or take multiple programs that have interconnected courses. It would be good to have experience with programs that overlap
 - Could provide guidelines to help programs decide if it would be advantageous for them to come as a group
 - Need to aim at getting approximately 80-90 programs through each year so we can balance programs out across the three years
 - Obligating us to a set schedule for the next three years may not be a good idea (we may need to make changes), however, we also need to give programs notice for when their program will be up for review
 - When would we ask for the first set of volunteers to come forward?
 - Are there any programs ready for the November deadline?
 - Some may be
 - Need examples of programs successfully pursuing exemption through outside accreditation
 - Discussion on advantages of making this year a pilot year or making this a year “zero” to get everything lined up
 - Having a year zero would allow us to focus on training and getting the website set up



- We could have the annual survey go out to programs at the end of the year
- We need to have something in between a year zero and a pilot year – need to get the website in place, but also need to bring forth programs so we get practice and they get practice
 - What about having a pilot review start in January? It doesn't look like this semester will be possible with the items that still need to be put in place
 - We could also do a few private invitations to smaller programs in November
- **Motion approved (all in favor): Conduct private pilot review on our programs this fall and get things put in place (e.g. website). Start the actual pilot review in the spring (to be counted as credit for the programs that are reviewed).**
- Should we consider anymore focus groups for this fall to inform faculty of our next steps?
- There are some additional items that AAC needs to look at:
 - Assessment funds
 - GER assessment
 - Bart has recommended that the Faculty Senate e-board look into this
 - Program review
- Assessment funds
 - We need to give Bart a recommendation on how to handle assessment funds
 - OAA should continue funding assessment efforts
 - It should be a fair and equitable distribution
 - Faculty should be appropriately compensated for their work
 - Bart would like to have a discussion on what AAC thinks are valid models for dispersing the money that OAA has
 - Bart would like to announce a process by December 1
 - Goal for money has been to assist in getting reports submitted – we want to support people sufficiently
 - Currently each college is provided with a set amount of funds and they determine how the money will be dispersed
 - Faculty are complaining that this is not equitable since colleges disperse the money differently
 - Process should not be about quality – this is too difficult to enforce
 - Should we compensate faculty differently if they are doing a three year report?
 - No, this will be introducing variables that are unmanageable



- The main concern is that colleges compensate faculty differently. This could be minimized by publishing what the distribution is
- Assessment should show up as 1 credit assignment overload or part of the summer contract/workload– support the idea of a standard definition of compensation
 - The dean will be held accountable for those who don't submit reports. It needs to be made clear what the colleges are responsible for if their faculty don't report
- Since deans control the workloads, it may be difficult to have a set standard of compensation – Bart will look into this

Expected Attendees

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C	Osama Abaza, Faculty Senate
C	Brian Bennett, CTC
P	Kim Bloomstrom, MSC
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N	Alireza Kabirian, CBPP
C	Jennifer McFerran Brock, SOE

P	Jesse Mickelson, KOD
N	Kenrick Mock, Faculty Senate
N	Deborah Mole, LIB
C	Bill Myers, CAS
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