

## **UAA Faculty Senate Academic Assessment Committee**

Minutes: April 4, 2014

11:00a – 12:00p, LIB 307

Audio conference: 1-800-893-8850

Participant code: 1664738#

### **General Business**

- Approval of Agenda
  - Approved
- Approval of Minutes from 3/21/2014
  - Approved
- Vice-Provost Report

### **New Business**

- Archival of assessment records
- AAC Handbook
  - The Committee held discussion around revisions to the AAC Handbook. OUAA will make suggested edits and bring the revised Handbook into the next meeting.
  - A suggestion was made to have the Handbook available as an HTML on website.
  - Kathleen Voge will draft an activity diagram for the Academic Assessment Plan process.
- Plan template
  - Minor revision to add footnote on top of page 5 was made. OUAA will make the suggested change.
  - Suggestion was made to ask programs for feedback on the academic assessment process when they visit the AAC for Academic Assessment Plan reviews.
- 2014 Academic Assessment Seminar – September 12, 2014 – LIB 307, 302A & 304
  - Speaker
    - Positive Psychology speaker would likely be willing to do distance.
      - Would he be willing to speak to assessment?
      - OUAA will follow-up on this.

### **Continuing Business**

- CAFE classes
  - April 4, 10a-11a, Library 307  
*A Conversation about Program Improvement*
- AAC review process & assessment plan guidelines
  - Revision of Assessment Plan Action form
- Assessment tracking and archives of artifacts, data, and reports
- Revision of the Annual Survey Report

**Informational**

- Annual Assessment Survey now live (April 1-June 15)

		<i>Expected Attendees</i>			
P	Brian Bennett, CTC	-	Vacant, COE	C	Maria Stroth, OAA
P	Scott Downing, KPC	N	Jennifer McFerran Brock, SOE	C	Susan Kalina – Ex-officio, Vice Provost
C	Cindy Trussell, KOD	C	Kathi Trawver, COH	N	Helena Wisniewski – Ex-officio, Vice Provost
N	Holly Bell, MSC	C	Keith Cates (Chair), Faculty Senate		
C	Rebecca Moorman, LIB	C	Bill Hazelton, Faculty Senate		
C	Bill Myers, CAS	C	Deborah Mole, Faculty Senate		
C	Kathleen Voge, CBPP	-	Vacant, Faculty Senate		

*Note: Confirmed meeting attendees are marked with “C.” Those unable to attend are marked “N.” Those calling in are marked “P.”*

<b>Scheduled Meeting Dates Spring 2014</b>		
<b>Date</b>	<b>Time</b>	<b>Location</b>
2/7	10:30a-12:30p	RH 303
2/21	10:30a-12:30p	ADM 204
3/7	10:30a-12:30p	RH 303
3/21	10:30a-12:30p	ADM 204
4/4	10:30a-12:00p	LIB 307
4/18	10:30a-12:30p	ADM 204
5/2	10:30a-12:30p	ADM 204
Spring 2014 schedule: 1 <sup>st</sup> , 3 <sup>rd</sup> & 5 <sup>th</sup> Fridays		