

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

Minutes: November 1, 2013

11:00a – 12:30p ADM 204

Audio conference: 1-800-893-8850

Participant code: 1664738

### **General Business**

- Approval of Agenda
  - Approved
- Approval of Minutes from 10/18/13
  - Approved
- Vice-Provost Report
  - Dr. Mundhenk shared an assessment bibliography. It was emailed to the Committee and will be added to the website.
  - Assessment archives of artifacts, data, and reports
    - The Committee would like to assist colleges in exploring different ways of archiving and tracking their assessment documents. Some ideas are home-grown databases, shared drives, or cloud options.

### **New Business**

- AAC review process
  - What changes are “big enough” changes to warrant AAC review
    - The Committee had general discussion around how much this decision should be left up to programs. AAC review would be required for PSLO changes. In other cases the Committee could be available for consultation, if the college or program thought it necessary.
      - The Committee could request informational items for its agenda.
    - There was general discussion around the possibility of an opt-out process. This would require a form every time a plan is updated.
      - It was suggested to add the following question with checkboxes to the form:
        - Changes were made to:
          - PSLOs
          - Methodology (data collection)
          - Rubric(s)
          - Mission Statement/Incorporation
          - Wordsmithing/Grammar/Clarity
      - The Committee could require review for PSLO changes and systematic changes. A systematic change might be defined as changes in 4 out of these 6 areas.
      - The Committee would still be available for requested consultation.



- The Committee Chair will draft a revised version of the form for the next meeting.
- Annual Assessment Survey
  - Optional questions data
- UAA Academic Assessment Seminar 2014

**Continuing Business**

- CAFE classes
  - Kathleen Voge will reserve the 1<sup>st</sup> Friday of the month in February, March and April for CAFE classes.
- Yearly update of AAC handbook
  - The Committee can send any suggestions to Chair, Keith Cates.
- Assessment Plan Guidelines

**Informational**

- Academic Assessment Professional Development Opportunities
  - Indiana University (IUPUI) 2013 Assessment Institute in Indianapolis
    - Indianapolis, Indiana, October 27-29, 2013
    - Website: <http://www.assessmentinstitute.iupui.edu/index.shtml>
    - Flier: <http://www.assessmentinstitute.iupui.edu/pdf/flier.pdf>
  - AAC&U 2014 Annual Meeting: QUALITY, E-QUALITY, AND OPPORTUNITY  
How Educational Innovations Will Make—or Break— America’s Global Future
    - Washington, DC, January 22-25, 2014
    - Website: <http://www.aacu.org/meetings/annualmeeting/AM14/>
  - AAC&U GENERAL EDUCATION AND ASSESSMENT: Disruptions, Innovations, and Opportunities
    - Portland, Oregon, February 27–March 1, 2014
    - Website: <http://www.aacu.org/meetings/generaleducation/gened2014/index.cfm>
  - Association for the Assessment of Learning in Higher Education (AALHE) Annual Conference
    - Albuquerque, New Mexico, June 2014 (dates TBA)
    - Website: <http://aalhe.org/>

*Expected Attendees*

C	Brian Bennett, CTC
-	Vacant, KPC
N	Cindy Trussell, KOD
P	Holly Bell, MSC
C	Rebecca Moorman, LIB

-	Vacant, COE
C	Jennifer McFerran Brock, SOE
N	Kathi Trawver, COH
C	Keith Cates (Chair), Faculty Senate
C	Bill Hazelton, Faculty Senate

C	Maria Stroth, OAA
C	Susan Kalina – Ex-officio, Vice Provost
-	Helena Wisniewski – Ex-officio, Vice Provost



N	Bill Myers, CAS
C	Kathleen Voge, CBPP

C	Deborah Mole, Faculty Senate
-	Vacant, Faculty Senate


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

Scheduled Meeting Dates Fall 2013		
Date	Time	Location
10/18	10:30a-12:30p	ADM 204
11/1	10:30a-12:30p	ADM 204
11/15	10:30a-12:30p	ADM 204
12/6	10:30a-12:30p	ADM 204
12/20	10:30a-12:30p	ADM 204
Fall 2013 schedule: 1 <sup>st</sup> , 3 <sup>rd</sup> & 5 <sup>th</sup> Fridays		

Scheduled Meeting Dates Spring 2014		
Date	Time	Location
1/3	10:30a-12:30p	ADM 204
1/17	10:30a-12:30p	ADM 204
1/31	10:30a-12:30p	ADM 204
2/7	10:30a-12:30p	ADM 204
2/21	10:30a-12:30p	ADM 204
3/7	10:30a-12:30p	ADM 204
3/21	10:30a-12:30p	ADM 204
4/4	10:30a-12:30p	ADM 204
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		