



UAA Faculty Senate Academic Assessment Committee

Minutes: December 6, 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 11/15/2013
 - Approved
- Vice-Provost Report
 - Matanuska-Susitna College held an assessment summit on November 21.
 - In spring, the College will hold two more summits, one which will focus on adjunct faculty.
 - In January OAA will review the annual assessment survey report format and highlighted information and will bring some ideas for adjustments, based on faculty suggestions, to the AAC.
 - Suggestion to continue the discussion around the Assessment Plan Action Form next semester with the goal to make any adjustments to the process and forms at the end of the semester.
 - The Committee may want to take a look at the Curriculum Handbook for outdated references to PSLOs and the assessment process.

New Business

- CAFE workshops
 - These workshops will be held in place of the normal AAC meetings.
 - OAA will look into the possibility of a raffle for those who attend all three workshops.
 - February 7; 10-11 –
 - Topic: mission statements and PSLOs
 - Share examples of effective mission statements and PSLOs.
Q&A's about PSLOs. Discussion around how to improve PSLOs and make them more measureable.
 - March 7; 10-11 –
 - Topic: rubrics and data collection
 - April 4; 10-11 –
 - Topic: program improvement
 - Kathleen Voge will draft details for each session and send them around to the group for review and comment.
- Assessment Plan Review – 12:00 p.m.
 - Marriage & Family Therapy, Graduate Certificate
 - Program representative Dr. Beth Sirles



- This program is an interdisciplinary effort to meet a workforce need. The curriculum plan meets the requirements for a license in Marriage & Family Therapy, which is required to work in the field. The State of Alaska does not currently have a program to obtain this license.
- The hope is to implement the curriculum next year.
- The Academic Boards made some suggestions to the course order, so there might be some minor edits to the Assessment Plan.
- The program is using multiple assessment measures, e.g. exit interview, alumni study, LMFT Licensure Exam results.

Continuing Business for Later Discussion

- AAC review process
 - Revision of Assessment Plan Action form
- Assessment tracking and archives of artifacts, data, and reports
- Revision of the Annual Survey Report
- Annual Assessment Survey - Optional questions data
- Yearly update of AAC handbook

Informational

Attendees

N	Brian Bennett, CTC
P	Scott Downing, KPC
P	Cindy Trussell, KOD
P	Holly Bell, MSC
C	Rebecca Moorman, LIB
C	Bill Myers, CAS
C	Kathleen Voge, CBPP

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

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

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
11/15	10:30a-12:30p	ADM 204
12/6	10:30a-12:30p	ADM 204
12/20	<i>Canceled</i>	ADM 204
Fall 2013 schedule: 1 st , 3 rd & 5 th Fridays		



Scheduled Meeting Dates Spring 2014		
Date	Time	Location
1/3	<i>Canceled</i>	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 st , 3 rd & 5 th Fridays		