

UAA Faculty Senate Academic Assessment Committee

Minutes: February 7, 2014

11:00a – 12:30p RH 303

Audio conference: 1-800-893-8850

Participant code: 6306443#

General Business

- Approval of Agenda
 - Approved
- Approval of Minutes from 1/31/2013
 - Approved
- Vice-Provost Report

New Business

- Annual Assessment Survey
 - Opens April 1
 - Optional questions data
 - Suggestion to add questions about the 2013 Seminar: Did you attend the seminar? Are there any topics you are particularly interested in?
 - Committee agreed to run through all the survey questions at the next meeting.
 - Suggestion was made to try to open the survey a few days prior to April 1.
- 2014 Academic Assessment Seminar – September 12, 2014 – LIB 307, 302A & 304
- CampusLabs Training in LIB 306 or 309
 - OAA will work with Student Affairs to set this training up for later in the semester.
- Handbook and curriculum handbook suggestions?
 - Committee agreed to review both documents before the next meeting. The Committee hopes to submit any edits to Faculty Senate for approval at their April meeting.

Continuing Business

- CAFE classes
 - February 7, 10a-11a, Rasmuson Hall 303
Program Mission Statements & Program Student Learning Outcomes (PSLO's): Are Yours Effective?
 - Should the Committee do a survey to follow-up on what was useful for participants and what else they are interested in?
 - CAFE sends a survey like this out. Kathleen Voge will follow up with CAFE to see what questions are on it.
 - Suggestion to have longer sessions in future workshop series.
 - March 7, 10a-11a, Rasmuson Hall 303
Rubrics & Assessment Data Collection: Making Things Good, Better, & Innovative
Facilitators Kathy Trawver & Kathleen Voge
 - April 4, 10a-11a, Library 307



A Conversation about Program Improvement

Facilitators: Bill Myers & Kathleen Voge

- Yearly update of AAC handbook
- 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

- 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>
 - Attendees funded by the Office of Undergraduate Academic Affairs (OUAA): William Myers, Shawnalee Whitney, Brian Partridge, Sandra Pence, Kenrick Mock, Jacqueline Cason, Scott Downing & Kathi Trawver

Attendees

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

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

C	Maria Stroth, OAA
C	Susan Kalina – Ex-officio, Vice Provost
N	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 Spring 2014		
Date	Time	Location
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-12:30p	LIB 307
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		