

UAA Faculty Senate Academic Assessment Committee

Minutes: October 5, 2012

9:30a – 12:30p ADM 201

Audio conference: 1-800-893-8850

Participant code: 1664738

General Business

- Approval of Agenda
 - Approved
- Approval of Minutes from 9/7/2012
 - Approved
- Vice Provost Kalina Report (Report given by Assistant Vice Provost Megan Carlson, Susan Kalina's absence).
 - AAC&U Annual Meeting: The Quality of U.S. Degrees: Innovations, Efficiencies, and Disruptions—To What Ends? (January 23-26, Atlanta, Georgia)
 - Is the committee interested in sending a team of three faculty members? There would be follow up regarding sharing the information.
 - Suggested that the committee discuss this with AAC Chair and decide who will attend.
- Academic Assessment Committee Web site
 - A second meeting with AAC Chair, OAA and IT was held.
- General Education Assessment Task Force
 - Membership drive in progress.
- AY13 Funding for Assessment Reporting
 - Academic deans and campus directors will submit requests to OAA by October 15. OAA will send out funding approval by November 15.
 - See reminder e-mail to the academic deans and campus directors, attached to the agenda.
- Annual Assessment Survey
 - OAA requests
 - Types of recommendations and a few drop down choices
 - Some level of reporting on actions
- Program Student Learning Outcomes Assessment in Catalog
 - Reminder memo is in progress. It addresses the need to update Assessment Plans if the PSLOs are revised. AAC, UAB, and GAB chairs are still in discussion.
- BOR Five-Year Program Review Schedule
 - Academic deans and campus directors have submitted the AY13 schedule and are working on scheduling programs for AY14-AY16. OAA will provide this to the AAC for use in scheduling the Five-year Assessment Review.
 - See the AY13 programs scheduled for review, attached to the agenda. The notes column indicates programs which are offered on more than one campus (which require coordination with other offering campuses) and programs which are continuing AY12 reviews.

New Business

- Review of PSLO – Nursing Science, BS (Rep: Cathy Sullivan, 10am)
 - Background
 - The program focused on making their outcomes more in line with the outcomes established by their accrediting body, the National League of Nursing (NLN). While these revised outcomes are not the prescribed NLN outcomes, they are aligned with them. These outcomes apply *only* to the BS program, not the AAS program.
 - Discussion
 - Will this affect any outcome measures or processes?
 - The measurements will mostly stay the same, but some will be added. This is still in process.
 - Eventually, there will be a pre-admissions test in place.
 - The program will update the plan when necessary.
 - Will the program continue to do the annual report? The annual survey is the current requirement.
 - Maybe.
 - **Motion to approve the Nursing Science, BS, Program Student Learning Outcomes was approved. All in favor.**
 - The committee has met and reviewed the Bachelor of Science, Nursing Science, outcomes, and agrees that they align with National League of Nursing (NLN) accreditation standards and are satisfied that they meet the needs of UAA and its nursing students.”
- Exemption requests:
 - Nursing MS, Nursing BS, Nursing AAS
 - **Motion to approve all three nursing requests for exemptions was approved. All in favor.**
 - The committee requested use of the nursing exemption requests as an example for programs seeking to submit a request.
 - Barb Berner, Director, School of Nursing, can give permission for this.
 - Is there a memo sent out after the approval of exemptions, to provide clarity that annual program assessment is still necessary?
 - Yes. The memo comes from the AAC Chair.
 - Has anyone looked at the other exemption requests?
 - Children’s Residential Services, OEC
 - The committee seeks more information from the program regarding their exemption request.
 - Master of Public Health

- The documents submitted detail the requirements of their accrediting body. The committee seeks more information about how the program fulfills those accreditation requirements.
- When do plans have to be updated?
 - The committee wants to encourage programs to review their plans. They want to smooth the process, to make it as easy as possible to make changes, so that the updates to accreditation standards can be quickly reflected in the PSLOs in the catalog, and so innovation of outcome language is not discouraged.
 - Suggestions to encourage programs to update their plans:
 - A question added to the survey that asks, “Did you find any reason to modify your plan?”
 - Suggest to programs that they review their plans, as they prepare for the five-year review
 - Incorporate language in the Handbook that encourages programs to review their plans.

Continuing Business

- Handbook revisions
 - Suggested changes from Brian Bennett (shepherd of the survey)
 - Changed all “3-year review” text to “5-year review”, and made notes on all places (4 or 5), that language will need to be revised because of this change.
 - The committee will review Brian’s suggested changes before next meeting.
 - Now that programs will have assessment reviews every five years, does the exemption based on 0-10 awards in 3 years change to 0-15 awards in 5 years?
 - Yes. Committee agreed on this change.
- Deb Mole worked on editing the PAR, to show that the committee has reviewed the P/SLOs.
 - A check box was added, as well as a place to indicate the date the memo was sent to the boards.
 - Deb has suggested these curriculum handbook changes to the boards and will circulate this to the committee for review.
- Annual survey
 - The committee hopes to finalize it by the end of October.
 - October 12, 2:30pm, Bill Myers, Kathleen Voge and Deb Mole will meet to discuss the survey. They will bring their ideas to the committee for approval at the next meeting on October 19.
 - The committee will keep in mind what OAA needs for reporting.
- Board of Regents Policy and Regulations review (p. 11-16)
 - Deferred to next meeting



- The committee discussed that it would be helpful to see BOR policy, the committee’s proposed changes, and their rationale all in one document. Maria Stroth will compile this information for the next meeting on October 19.
- Meeting adjourned at 11:15.

Scheduled Meeting Dates Fall 2012		
Date	Time	Location
10/5	9:30a-12:30p	ADM 201
10/19	9:30a-12:30p	ADM 204
11/2	9:30a-12:30p	PSB 103B
11/16	9:30a-12:30p	ADM 204
12/7	9:30a-12:30p	ADM 201
Fall 2012 schedule: 1 st , 3 rd Fridays		

C	Brian Bennett, CTC
C	Anthony Lack, KPC
	Vacant, KOD
P	Holly Bell, MSC
C	Deborah Mole, LIB
C	Bill Myers, CAS
C	Kathleen Voge, CBPP

Expected Attendees

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

C	Maria Stroth, OAA
N	Susan Kalina – Ex-officio, Vice Provost
N	Helena Wisniewski – Ex-officio, Vice Provost
C	Rebecca Moorman – Ex-officio
C	Megan Carlson, OAA

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