

## **Academic Assessment Committee Meeting Minutes**

April 10, 2012

Provost's Conference Room, 239 Tigert

**Present:** Timothy Brophy, Joanne Foss, Margaret Fields, Barbara Pace, Theresa Vernetson, Sanford Berg, David Pharies, Anne Kendall Casella, Marie Zeglen

**Welcome:** Dr. Brophy welcomed the committee. Michael Weigold could not attend, so Dr. Spiro Kiousis stood in for him.

**Minutes:** Changes were proposed to the March 13 minutes. Sanford Berg moved to accept the minutes, David Pharies seconded, and the motion passed.

**Accounting ALC Approval:** New courses have been approved. More active verbs have been used in the SLOs. The grid is still in the old format, but the business school is working on new curriculum maps. David Pharies moved to approve the ALC, Anne Kendall Casella seconded, and the motion passed.

**ALC Guidelines:** The subcommittee created these guidelines for committee use, and Dr. Brophy edited them. A different set of guidelines will be created for faculty use. The committee suggested that a separate phrase be created for course grades to explain the nature of their use. Other committee suggestions - in the list of assessments, Evaluations should be changed to Performance Evaluations and/or Competency Reviews; Surveys should be removed; and Practica/Internships should be changed to Evaluations of Practica/Internships to be more specific. Dr. Brophy will make changes according to the committee's suggestions and submit an electronic copy to committee members for review.

**Graduate Academic Assessment Plans:** Resources such as the graduate SLO's spreadsheet and Doctoral Improvement Plans will be used to assist in writing the Graduate Academic Assessment Plans to reduce work required by faculty and staff.

**Documenting Institutional Effectiveness:** This information has been released and is due on November 30<sup>th</sup>.

**Summer Meetings:** May 15<sup>th</sup> has been confirmed. June 12<sup>th</sup> is tentative. The committee will resume regularly scheduled meetings in September.