

Academic Assessment Committee Meeting Minutes

November 13, 2012

Provost's Conference Room, 239 Tigert

Present: Timothy Brophy, Jaclyn Rosen, Michael Weigold, Cheryl Gater, Joanne Foss, Catherine Emihovich, Bernard Mair, Mark Law, Sanford Berg, Anne Kendall, Margaret Fields

September meeting minutes: Sanford Berg moved to approve, Catherine Emihovich seconded, and all were in favor of approving the minutes.

2012-13 Initial AAP Approval Process: This expedited process alleviates the departments of the responsibility of uploading the AAPs and creating separate requests for SLO changes in the approval system. The committee will look through samples and listen to recommendations from Dr. Brophy, and decide whether to accept all the plans. Dr. Kendall moved to accept this process, Dr. Weigold seconded, and all were in favor of the expedited process. The committee suggested changing the name of the "Revised Submission Form" to "SLO/Academic Assessment Plan Change Form."

AAP Website Build: Dr. Brophy presented the new webpage for the AAPs on the Institutional Assessment Website.

Health Education and Behavior Request: The program is requesting approval for revised SLOs. Dr. Emihovich moved to approve, Dr. Kendall seconded, and all were in favor of approving the new SLOs.

AAP Approval: Dr. Brophy showed the committee examples of the 86 AAPs up for approval including ones with revised SLOs. Dr. Law moved to approve, Sanford Berg seconded, and all were in favor of approving the plans. It was also pointed out that some SLO charts and plans need changes in formatting which Ashley Caspary will correct.

Updates to the catalog: Dr. Brophy compared the existing catalog with the new catalog design which uses the curriculum maps from the AAPs. The Additional Assessments row is not included in the catalog version, but there are SLOs that are assessed with additional assessments, not in a course. In addition to adding a row for additional assessments, the committee suggested a more general approach to listing assessments in courses below the table. Instead of including the exact assessments, a general phrase of "You may encounter the following assessments" would suffice.