

Academic Assessment Committee Meeting Minutes

January 8, 2013

Provost's Conference Room, 239 Tigert

Present: Tim Brophy, Marie Zeglen, Cheryl Gater, Margaret Fields, Mark law, Jiangeng Xue, Jaclyn Rosen, Sanford Berg, Michael Weigold, Bernard Mair

December 11, 2012 Meeting Minutes: Jiangeng Xue and Vicki Clifford's names were spelled incorrectly in the minutes. Sanford Berg motioned to approve the minutes on the condition that corrections are made, Margaret Fields seconded, and all were in favor of approving the minutes.

SLOs and Active Verbs: Last meeting there was a discussion about the approval of SLOs without active verbs. Tim Brophy explained that these SLOs were already in place in 2011-12. Some plans decided to update their SLOs, so a matrix was included in the plans to link the new SLOs to the 2011-12/2012-13 SLOs. For the 2012-13 plans, programs have a clear understanding that SLOs must be updated if they do not contain active verbs.

AAP Website: One correction – Materials Science should be changed to Materials Science and Engineering.

Example of 2012-13 AAP: Telecommunications was used as an example for what is expected of 2012-13 undergraduate Academic Assessment Plans. A matrix has been added to the Methods and Procedures section aligning the SLOs with the assessment method, measurement procedure, and targeted outcome (no less than 70% or plans should include rationale). The committee discussed the rationale of a 70% targeted outcome and whether a targeted outcome for each SLO is necessary to include in the plans. The committee decided that the targeted outcome column should be removed from the plan. The plan is an explanation of the process and the data is housed in Compliance Assist!. Also, AAPs cannot include curricular changes. These must go through the Undergraduate Curriculum Committee.

General Education Updates: For now, there will not be an external assessment; however there is continued discussion of including one in the future. Dr. Brophy explained that the internal assessment process will include faculty submission of assignments to the General Education Committee for review, and then the Academic Assessment Committee will review the assignments so that accreditors will see a rigorous process of review in place. Ideally these assignments will be approved a term in advance of implementation. The committee also discussed the option of reaching out to institutions that already have a process in place. Core courses have been selected and placed on the faculty senate website and are waiting for input. They will then go through a review process and be reposed for approval. All campuses must approve the course list.

Next Meeting: February 12, 2013