University Academic Assessment Committee

Minutes, 6/6/11

Present: Mark Law, Tim Brophy, Margaret Fields, Anne Kendall, Bernard Mair, Barbara Pace, David Pharies, Theresa Vernetsen, Marie Zeglen

Minutes from April 25, 2011
A motion was made by Margaret Fields and seconded by Barbara Pace to accept the minutes from the April 25, 2011 meeting. The motion passed.

Review of Revised ALCs
Revised ALCs were submitted for review and approval by Portuguese, Spanish, Classics, Wildlife Ecology and Conservation and Food Science.

Portuguese: A motion was made by Anne Kendall and seconded by Margaret Fields to accept the revisions to the Portuguese ALC. The motion passed.

Spanish: A motion was made by Theresa Vernetsen and seconded by Barbara Pace to accept the revisions to the Spanish ALC. The motion passed.

Classics: The program did not submit the current ALC with their revisions. The current ALC on the Registrar's website was reviewed. The method of assessment is not included on the current ALC. It is specified on the revised ALC in parentheses after the SLOs. In addition, the link from the program's website for ALC does not link to the Registrar's ALC page. Margaret Fields will communicate with the program the need to make these revisions.

A motion was made by Anne Kendall and seconded by Theresa Vernetsen and to accept the revisions to the Classcis ALC. The motion passed.

Wildlife Ecology and Conservation, Food Science: Both programs assess achievement of their communication SLO by final course grades in AEC3033 and AEC3030 which are graded by rubric. Syllabi for these two courses were reviewed. The committee was uncomfortable with a simple passing grade as an indicator of mastery of communication skills. Anne Kendall will communicate with Elaine Turner about the need for some level of competence beyond simply passing these two courses as evidence of achievement of the communication SLO.

A motion was made by Barbara Pace and seconded by Theresa Vernetsen and to send the WEC and FS ALCS back to the programs for further discussion and clarification. The motion passed.

Compliance Assist
Marie Zeglen presented a revised template for use with Compliance Assist for reporting of program and student learning outcome data. The committee agreed that college approval should be required of the information that programs submit to ensure that programs provide the information that is needed.

Director of Institutional Assessment
Tim Brophy has been selected as the new Director of Institutional Assessment. Bernard Mair proposed that he chair the committee as he will have administrative support as part of his position and because it will be important to have all documents related to committee activities flowing through his office. Mark Law was thanked for his excellent service over the past year. A discussion of future activities of the committee was held. In addition to review of undergraduate ALCs, the committee will become more involved with assessment for SACS accreditation. Assessment of General Education needs to occur and progress toward achievement of recommendations in the Undergraduate Task Force needs to be assessed. The reports of the colleges on their progress with assessment of SLOs needs additional attention and the results of the Internationalization Task Force will need attention.

Terms of Committee Members
Bernard Mair thanked the committee for their service in the inaugural year of the committee. He reviewed committee appointments. Sanford Berg, Joanne Foss, Barbara Pace and Michael Wiegold were appointed by the Faculty Senate. Tim Brophy, Anne Kendall, Mark Law and David Pharies were appointed by the President and serve at his pleasure. Theresa Vernetsen is the General Education Liaison and Bernard Mair and Marie Zeglen are Liaisons to the Provost's office. Margaret Fields joined the committee to represent CLAS. A new student member needs to be appointed. The length of the terms of the Faculty Senate appointees needs to be determined. As terms expire, an election will need to be held for replacement members.