

SAAC

Student Achievement Assessment Committee

9/15/06

Meeting Minutes

In attendance:

David Moon, Committee Chair
 Robyn Marschke, Institutional Research
 Kathryn Andrus, Teaching and Learning Center
 Jeff Broker, Biology, LAS
 Lindy Crawford, College of Education
 Deb Dew, Professional Writing Program
 Greg Augspurger, Student Success Center

Kelli Klebe, Psychology, LAS
 Don Gardner, College of Business
 Lew Pinson, Computer Science
 Mary Ann Kluge, Beth-El College of Nursing/Health Sci.
 Kristin Rice, Institutional Research/TLC
 Judith Rice-Jones, Library
 Garrett Gibson, Graduate Student

Item/Activity Covered	Who will Follow-up	When
1. Welcome/Introductions. All new and returning SAAC committee members were welcomed. Introductions were made.		
2. Meeting Time. A meeting time for the year was set for Third Friday's from 11:30-1:30 in COH 2036.		
3. Overview of Mission and Charge. Please take the time to review the handout/SAAC website regarding our mission and charge. If you have questions, please ask.	All	On-Going
4. '04-'05 Progress Report Summary. In response to suggestions from Deans, and specifically LAS Chairs and Directors, the comments back to units report was revised. The report now provides a framework that gives pointed information about where each unit is meeting or not meeting SAAC expectations as well as areas for improvement. Every dean, the VCAA, and each department Chair received copies of the comments and the overall summary. Deans and the VCAA alone received the numerical summary for programs under their supervision. Four examples of comments back to units were discussed. 1) Starting Over – A unit who has revised their assessment objectives/instruments often will not meet SAAC standards due to instruments under development and lack of data. 2) Process Issues – A unit with objectives and instruments in place but whose data tend to be over-summarized and not directly linked to the objectives will have difficulty presenting and interpreting data and using the collected data to make improvements. 3) Stuck – A unit with well established objectives and instruments presents little data and provides little interpretation or gusto regarding improvements. 4) Excelling- Objectives are clearly linked to assessment instruments, data are collected and can be related back to the objectives explicitly, and areas in need of improvement can be identified if needed. SAAC members may receive feedback from departments regarding these reports.		
5. '05-'06 Progress Report Timeline. A draft timeline for this year's progress report cycle was discussed with no changes. The progress report form will remain virtually unchanged. A draft will be prepared for the next meeting.	Kristin	October 20
6. General Education. General Education is a focus of the SAAC. Details and a timeline for updating the Core Goals Document will take place at the October meeting.	Kristin/David	October 20
7. Site Visit. The Higher Learning Commission of the North Central Assoc. of Colleges and Schools will be making a site visit in November. It is expected that members of the SAAC committee will be asked to meet with review team members on November 13 and/or 14. Please try to keep these dates as clear as possible. If you have questions or concerns about meeting HLC reviewers please talk to David.	All	On-Going

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8. CU Block Grant. In late spring UCCS received an assessment block grant in the amount of \$26,250. SAAC determined Workshops/Trainings, Mini-Grants, WEAVEonline, and Clickers to be funded. WEAVEonline has been purchased. It is expected that programs on campus will receive notification/training in spring and will enter assessment information directly in the fall of '07. The purpose of mini-grants, the RFP process, and the range of amounts were discussed. More details will be provided at the October meeting.

Kristin/Kathy October 20

9. Annual Report. A request was made for articles for the 2006 SAAC annual report. Assessment related articles such as the upcoming use of WEAVEonline (Kristin), Richard Light's visit and the subsequent Freshmen Seminar interviews (Kathy), and Mary Ann Kluge's innovative work with video assessment of students (Mary Ann) were mentioned as possible ideas. More details and a time line will be discussed at the October meeting.

Kristin October 20

10. Next meeting will be on October 20th from 11:30 to 1:30 in COH 2036. Please feel free to bring your lunch.