

SAAC

Student Achievement Assessment Committee

Meeting Minutes September 18, 2008

In attendance:

David Moon, Committee Chair & AVCAA
Kathryn Andrus, Teaching and Learning Center
Lynne Calhoun, Assessment Office
Sue Byerley, Library
Robert King, Student Success
Joe Wehrman, Counseling & Human Services
Ted Lamb, Institutional Research
Aditi Mitra, WEST and Sociology
Jeff Broker, Biology
Edward Chow, EAS and Computer Science
Catherine Kaukinen, Criminal Justice
Fernando Feliu-Moggi, Languages & Culture

ABSENT:

Don Gardner, Biology
Marcia Hacker, Nursing
Fernando Feliu-Moggi

Item/Activity Covered	Who will Follow-up	When
Academic Year Meeting Schedule: 9/19, 10/17, 11/21, 12/19, 1/16, 2/20, 3/20, 4/17 and 5/15. All meetings except 5/15 will be held in EPC 304C	Lynne	Reminders prior to meetings
Introduction: David opened the meeting and invited attendees to introduce themselves. David followed the member introductions with a brief discussion of the history of SAAC and assessment at UCCS. Based on previous HLC feedback that UCCS wasn't meeting HLC expectations, members of the UCCS staff and faculty began to search for solutions – one of the responses was to form the SAAC. One of the mandates of SAAC was to determine how to make the process beneficial to UCCS. In summary, UCCS has decided that we want to do it to the best of our best ability. As an institution we want to try to focus on how UCCS benefits from the assessment process, and it is up to faculty to recognize the potential and what the process can do for them. At this point when one looks at where we were versus where we are now, we are seeing a benefit (from the UCCS assessment process). Kathy Andrus added that as a campus we have excelled where other institutions have not. We are sort of the 'poster child,' As other campuses are not as advanced with their internal assessment processes. David concluded the introduction by asking SAAC members to speak up whenever they have suggestions or ideas for areas SAAC can improve the process.	None	None
Members introduced themselves	None	None
Update on 2006-2007 assessment reporting cycle: 1. Stand alone minors were excluded from the 06-07 reporting cycle. 2. 53 programs were requested to submit departmental progress reports. 3. 51% of the programs complied, with many of the reports being submitted at the end of the academic year and into the summer. - 31% (10) of the departmental progress reports were evaluated by SAAC reviewers, while the remaining 63% (17) were evaluated by David and Lynne over the summer. The SAAC comments were then created and distributed with the new packets in early September. 4. Two programs have achieved a level of excellence in reporting, such that they are transitioning to the two-year reporting cycle (Business, BS and ElecEng, BS/BI.) 5. 82% of the reporting departments received a 'meets standards' rating. 6. 15% received a 'does not meet standards' rating.	None	none

Essential Assessment

SAAC

Student Achievement Assessment Committee

- 79% are receiving at least a 'meets standards' rating on their *Essential Assessment* components.

Advance Assessment

- 100% are reporting a satisfactory level of faculty involvement in the assessment process; not necessarily within the reporting process.
- 74% are reporting a satisfactory level of course level assessment.
- 96% are reporting a satisfactory level in roles and communication.

Update on the 2007-2008 assessment cycle:

- Packets were distributed on the first day of the semester to all programs, including appropriate stand alone minors.
- Three different cover letters were created and distributed with the packets for programs that reported, programs that did not report and stand alone minors.
- Programs that reported for the 2006-07 cycle have a deadline of November 1.
- Stand alone minors have a deadline of November 1.
- Programs that did not report for the 2006-07 cycle have a deadline of October 15th. They are expected to report on the previous two years. 2006-07 and 2007-08.
- Have been contacted by many departments for information and advice. Several departments are in essence 'starting over.' VAPA, Poli Sci and Physics will be finalizing their slo's and measures and gathering their baseline data this year.
- When the departmental progress reports begin to be returned this year they will be distributed according to the following protocol. If they received at least a 'meets standards' rating in their prior cycle, they will be assigned one reviewer. If they have been struggling or have made extensive changes in their assessment process or program, they will be assigned two reviewers. Whenever possible the programs will be assigned to the same reviewers they have had in the past. In other words, returning members should be reviewing the packets for the programs they have reviewed in the past.

None

none

Faculty Associate – David discussed the potential for a faculty associate. There was discussion regarding the compensation – money available and the off-load. As it is turning into a late semester search, they may re-open in the spring. Not a lot of interest at this point. The purpose of the faculty assessment associate is to work with peers on campus in facilitating the completion of departmental assessment reports.

Assessment of Student Learning at UCCS, revised brochure. Lynne revised the brochure and has asked the committee for feedback.

Committee
Members

Future
Meeting

WEAVEonline – Will use this year and determine if we will use in future years

Faculty/Committee
Members

Future

Erin Frew – David passed around Erin's letter of interest and VITA, he is interested in bringing her in for workshops.

Committee
Members

Future
Meeting

General Education – Current benchmarks are so high that they cannot be met.

Next meeting will be October 17th. Topics will include Norming, Template for Departmental Report, General Education Assessment – need to begin report to go back to the colleges and VSA.