**Academic Affairs Continuous Improvement Committee**

**Tuesday, February 11, 2014**

**9:00-10:30 am**

**Broome Library 1756**

**Attendees:** Geoff Buhl, Jeanne Grier, Debi Hoffmann, Julia Balen, Peter Smith, Virgil Adams, Scott Frisch, Nancy Mozingo, Jim Meriwether, Karen Jensen, Dennis Downey, Claudio Paiva, Marie Francois

**Minutes**

1. Updates

Writing Self Studies

* Performing Arts (Burriss)
* NRS: Will use report from recent accreditation review
* Library: Focus is on information literacy and will integrate with WASC,
* GE: Marie and Geoff are working on GE’s plan for assessment. Senate is working on revising the GE Program Review Policy.

Information Technology and Political Science have external reviewer visits this month.

2012/2013 Continuous Improvement Report Posted, All Current Action Plans Posted

[http://www.csuci.edu/continuousimprovement/](http://www.csuci.edu/continuousimprovement/program-review.htm)

1. Input on Economics & Sociology Self Studies & External Reviews

Committee asked ECON to consider campus context they’re being lost in the Business Program comments. Do they feel that way or was this merely an outside perception.

1. Amy has funds for assessment training and assessment in program
2. Reminders
3. Each program needs to send Barbara Cullin a quick summary of your assessment of institutional, program, and course learning outcomes during the 2013/2014 AY by May 1, 2014.
4. Some Members will need toupdate their MOUs on file: History and Psychology

1. Assessment Training Funds

Are you interested in attending or presenting at any of the following to build campus assessment capacity? Let me know!

* [General Education and Assessment: Disruptions, Innovations, and Opportunities](http://www.aacu.org/meetings/generaleducation)  
  February 27–March 1, 2014, in Portland, Oregon
* [Diversity, Learning, and Student Success: Policy, Practice, Privilege](http://www.aacu.org/meetings/dlss/index.cfm)  
  March 27–29, 2014, in Chicago, Illinois
* Transforming STEM Education  
  November 6-8, 2014, in Atlanta, Georgia
* 2014 WASC Academic Resource Conference (ARC)

Apr 23, 2014 to Apr 25, 2014 in Los Angeles, CA

* AAC&U Annual Meeting  
  January 21–24, 2015, in Washington, DC

1. Discussion: What can I do to help improve this process?

Amy will bring the following discussion points to the Provost:

Some items on the MOU are out of their control to fix—space, faculty hiring etc. Everyone’s MOU will be different, but there are commonalities on many of the “out of program control” aspects. Now that we are fully funded for our FTE what will be the relationship to needs identified as a result of program review and strategic budgeting. There was no clear relationship even before budgets were cut.

There is need for better signage and space for students to find program offices and support coordinators, instead of spending time tracking down chairs and/or professors. External Reviewers have been unable to find a centralized space to ask program questions. Students are unable to easily identify people and spaces to ask basic questions, pick-up or turn in forms, etc.

There is no incentive for doing program review, having a good program, aligning well with the mission, or serving as a model.  For example, one program can get a fabulous “can’t believe you do all that you do with the available resources” program review and has not received anything, while another with the same resources is not performing as well because they have argued they have inadequate funding will be bumped up the priority list for resources. Perception or reality this is impacting the program review process, and relates back to the previous question, now that we are fully funded for our FTE what will be the relationship to needs identified as a result of program review and strategic budgeting.