

Academic Affairs Continuous Improvement Committee
Tuesday, February 14, 2017
9:00-10:30pm
Broome Library 1756

Present: Elizabeth Quintero, Jeanne Grier, Sohui Lee, Debi Hoffmann, Sean Kelly, Luke Matjas, Brian Thoms, Geoff Buhl, Brad Monsma, Catherine Burris, Virgil Adams, Phil Hampton, Michael Soltys

I. Updates

Simone is helping update the Program Review policy. Mostly wording and timing reviews within in the process. Simone and Dennis have volunteered to help with revising the guidelines to codify things that have made it easier for programs and better articulate this committee's work plus sub committees to distribute that work or redistribute the load in years with a high number of reviews. Anyone else interested in helping, contact Amy? The guidelines were developed in 2009 and approve in 2010. All (but 2 newer programs) programs have now been through the process under the 2010 guidelines. The guidelines are on the website.

Amy will now be able to use funds to allocate one course reassign to a program beginning program review. This will be available for Anthropology, History, and Psychology, who start this process in Fall 2017. This is currently one-time money, but Amy will look for ways to sustain even in years with large number of program reviews.

II. Input: Guidance on ways forward for the degree programs as they go off and create their MOU/Action Plan in conjunction with their Dean:

BS in Business: Instead of working on establishing any new resources, consider ways to promote existing resources that are available to lecturers such as mini-grants, professional development, etc.

MBA: External reviewers indicated The Mission Statement may want to be re-crafted since it is overarching for the school and not individual programs. Consider balance between university mission elements and degree specific elements.

BS in Computer Science: Program is working on establishing advisory boards. Committee suggests working with faculty and these boards to rework outcomes. Reworked outcomes need to go through curriculum. New curricular map will need to be produced. Scott Frisch would be a good resource to help with curricular revision processes and options. Consider balance between university mission elements and degree specific elements for new outcomes as well as outcome levels appropriate for an undergraduate degree. Would it be beneficial for some Math classes to move from lower division to upper division or pair with other courses? Geoff Buhl offered to discuss further. Need to include a clear assessment plan in the MOU/Action plan. Continuous Improvement can support Computer Science for travel to the ABET workshop on accreditation. Please contact Amy. Discussed clarifying faculty expertise needs in the MOU/Action Plan in light reviewer expertise comments. Discussed and determined it would be beneficial to align IT and CS program reviews in the future. Amy will discussed with A & S Dean and Provost.

MS in Computer Science: MS has been re-worked over the last 2 years and has focused on student scholarships. Committee agrees with need for faculty to continue to consider distinguishing outcomes between degrees to ensure that outcome levels appropriate for graduate degree. Need to include a clear assessment plan in the MOU/Action plan. Committee encourage program to put plans to establish an advisory board and strengthening internship opportunities into their MOU/Action Plan Internships for students.

Input on MS in Biotechnology: Feedback from reviewers seemed to be straightforward. Need to include a clear assessment plan in the MOU/Action plan. Other discussion included, should we be looking at these programs being sustained by Tenure-Track Faculty and the lack of data student data for graduate programs continue to be an issue. Amy will both to the Provost Council.

III. Assessment Training Funds

Money is available for workshops and trainings for assessment as well as specific assessment projects. Contact Amy if you have a project in mind.

IV. Assessment Capacity Building

- Diversity, Learning, and Student Success on March 16, 2017 in Jacksonville, FL
- WSCUC Academic Resource Conference (ARC) on April 19, 2017
- Assessment 101: The Assessment Cycle, Clear and Simple on May 18, 2017.
- Institute on General Education and Assessment on May 31, 2017 in Chicago, IL
- Institute on High-Impact Practices and Student Success on June 24, 2017 in Boston, MA.
- PKAL STEM Leadership Institute on July 11, 2017 in Adamstown, MD.
- Institute on Integrative Learning and Signature Work on July 11, 2017 In Chicago, IL
- Global Learning and the College Curriculum on October 12, 2017 in New Orleans, LA
- Transforming Undergraduate STEM Education on November 2, 2017 in San Francisco, CA.

V. Questions/Concerns

No additional questions or concerns were raised.