**Academic Affairs Continuous Improvement Committee**

**Tuesday, April 16, 2013**

**9:00-11:00am**

**Broome Library 1756**

**Attendees: Geoff Buhl, Jeanne Grier, Simone Aloisio, Debi Hoffmann, Julia Balen, Beth Hartung, Karen Jensen, Kathryn Leonard, Peter Smith, Virgil Adams, Jim Meriwether, Scott Frisch, Catherine Burriss, Phil Hampton**

**Agenda**

1. **Informal WASC Conference Update**

Amy spoke a little about the WASC Conference she recently attended. Here is the new 2013 Handbook of Accreditation in case you are interested in the new process and requirements (http://www.wascsenior.org/content/draft-2013-handbook-accreditation). Program Review is a CSU system process; faculty just used the WASC guidelines as a model. The system also asks us to detail our assessment of learning outcomes as part of an annual assessment report. The results of both will no doubt be used in the WASC reaffirmation process.

1. **Input on Chemistry Program Review**

The committee provided input both before and during the meeting. Once Amy receives input from the AVPAA Arts & Science and Provost, she will send on to Chemistry to begin drafting their MOU/Action Plan.

1. **Currently Writing Self Studies**

• Economics (Rivera)

• Information Technology (Smith)

• Performing Arts (Burriss)

• Political Science (Frisch)

• Sociology (Hartung)

1. **What do we need to accomplish by the end of the year?**

**All Members to complete by End of the Semester**

Send Barbara Cullin a quick summary of your area’s assessment of institutional, program, and course learning outcomes during the 2012/2013 AY.

**Some Members by End of the Semester**

Send Barbara Cullin an update on the MOUs for following programs. Let me know if you need anything like the Current MOU.

* Art – Matt Furmanski
* Esrm - Christopher Cogan

1. **Assessment Training Funds**

Let Amy know if you are interested in attending or presenting at any of the following, and she may be able to fund travel in order to build capacity.

* INSTITUTE ON GENERAL EDUCATION AND ASSESSMENT at The Hotel at Turf Valley, Ellicott City, Maryland, June 2-6, 2012
* INSTITUTE ON HIGH-IMPACT PRACTICES AND STUDENT SUCCESS at Portland State University, Portland, Oregon, June 19-23, 2012
* INSTITUTE ON INTEGRATIVE LEARNING AND THE DEPARTMENTS at The University of Vermont, Burlington, Vermont, July 11-15, 2012.
* PKAL Summer Leadership Institutes for STEM Faculty at the Baca Campus of Colorado College in Crestone, CO: Institute I: July 17-22, 2012, Institute II: July 31-August 5, 2012
* Retreat on core competencies: Critical Thinking and Information Literacy September 26-27, 2013
* Retreat on Core Competencies: Quantitative Reasoning and Outcomes in Majors, October 24-25, 2013
* Meaning, Quality, and integrity of Degrees, November 7, 2013
* Assessment 101: October 23, 2013
* Retreat on Student Success, January 30-31, 2014

**Action Items:**

1. All materials are placed on the CI Continuous Improvement Website. Barbara will ask T & C why this website is not linked to anything and does not come up in the search.
2. Suggestions were made to better summarize and disseminate the output and recommendations that come out of program review. This year Amy will provide an executive summary in her annual report. In addition to the Provost, Associate Provost, Assistant Provost, AVPAAs, and Chairs of Senate, Academic Planning, Curriculum, and Fiscal Policies, she will also send to the report to the President and all Program Chairs.
3. Training on developing, aligning, and means to assess learning outcomes. It has been 6 years since we have had a workshop of this kind. Also a suggestion on training for TK20 so that programs can use the system to manage an assessment process of their cho0sing.