

Academic Assessment Council

Minutes

September 6, 2018

Attending: Katherine Ambroziak (Arch & Design), Janelle Coleman, Chuck Collins (Arts & Sciences), Charles Cwiek (Business), Heather Hartman, Terry Ishitani (EHHS), Michael McFall, Laura Miller (Communications), and Barb Murphy (Gen Ed)

1. Addressing feedback from our last meeting:
 - Bulleted list of what we (reviewers) need to focus on: (Janelle discussed; feedback by 9/28)
 - Top 10 Considerations When Reviewing an Assessment Report
 - Top 12 Considerations for Writing the Annual Assessment Report
 - Work with departments to discuss programmatic accreditation information for assessment purposes
 - Janelle met with Engineering and Architecture, Advertising and PR (some doing too much)
 - Katherine: Can't just submit the same report you do for programmatic accreditation (timeframe is much longer, and we need annual). California Critical Thinking Skills Test could be used (annual)...could departments use...if their outcomes are critical thinking. Ashley coordinates. Contact Michael or Ashley to use for multiple purposes.
 - Assessment Day/event each year to discuss assessment
 - Provost mentioned that OSU hosts a successful annual Assessment Conference for the institution; networking opportunity
2. Proposal for Assessment Plan Review
 - a. Involve faculty in process; speed time for feedback
 - b. Nursing's curriculum committee does college level review
 - c. No longer a college review, but double-touch
 - d. Adjusting the calendar? Sept/Oct is BUSY (Chuck)...Could go to early August? Review twice – work ahead – for fall and spring courses (write for fall in the spring)? (Katherine) So, would help session earlier be a benefit (internal Feb deadline for fall)? Gen Ed does in spring (type up by June) (Barb) November for training on outcomes & data needed; Offer training for report writing in early Jan
3. Compliance System Coordinator Update – Search committee phone interviewed 4 candidates; two will be interviewed on campus this week or next
4. UT System Academic Programs Flow Charts – Addresses all necessary processes for the System, THEC, and SACSCOC. Share current draft, waiting for slight edit.
 - a. Related: MLS Law degree prospectus – RJ should have review completed today
5. Fifth Year Report – Due March 2021. Plan is to convene writing groups later this fall and offer training on the accreditation module in Campus Labs in early spring. Recommendations from Associate Deans will be sought, and a letter from the Chancellor will invite them to serve.
 - a. What can we do before Fifth Year? Relook at outcomes (with Janelle?) to make sure they're good, measuring what they should, appropriate, etc.

Meeting adjourned.