Minutes of the Assessment Committee of the Faculty Senate for 2/4/09

Members (include all and only formal members as detailed in the Handbook):

<table>
<thead>
<tr>
<th>Joy Benson</th>
<th>Hilree Hamilton</th>
<th>Linda Abel [student] *</th>
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<tbody>
<tr>
<td>Tim Buttles</td>
<td>Anthony Varghese *</td>
<td>Patrick Okan [student]</td>
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<tr>
<td>Heidi Southworth</td>
<td>John Wheeler</td>
<td>Marcus Babaoye</td>
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<td>Florence Monsour</td>
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<td>Tricia Davis</td>
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<tr>
<td>Gregg Hadley</td>
<td>*</td>
<td>Nate Splett</td>
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* Absent  
** No member identified  
() Substitute

1. Recording Secretary—Hilree Hamilton volunteered.

2. Approval of Minutes from 11/21/08 meeting. Hilree Hamilton moved and John Wheeler seconded that the minutes be approved with minor typographical corrections. Motion passed.

3. VSA Selection:

After reading through materials and participating in presentations provided by Marcus Babaoye, members of the Assessment Committee expressed a preference for the CAAP test since it seemed to be a better fit with our General Education experience and is prepared by the same company as the ACT which we use for admission. The CAAP is one of the three exams adopted by the UW system.

Briefly discussed the VSA/UW System expectation that two of the outcomes be measured: writing and critical thinking. The CAAP remained the top choice for these two areas.

- Our task is to make a recommendation to AP & P and they will forward it on to the Faculty Senate.
- The Assessment Committee recommends that the Provost’s Office coordinate and makes decisions as to when/how the CAAP test is administered. This seems to make sense as the Provost’s Office also administers the NSSE test.
- Motion—Tim Buttles moved and Heidi Southworth seconded: The Assessment Committee is recommending to AP & P that UWRF adopt the CAAP exam to comply with the VSA Mandate. The committee further recommends that the Provost’s Office manage and design the testing process. After discussing the other tests, the motion on the table passed unanimously.

4. Draft change to committee charge:

- The Assessment Committee is recommending that there be a change in the committee’s charge to broaden the scope of the committee’s work. The change is proposed due to the addition of annual academic assessment reports to the campus’ assessment process.
- Motion—John Wheeler moved and Tim Buttles seconded: The Assessment Committee is recommending to the Faculty Senate that the following changes be made in the Charge Document:
3.f To approve the original and revised academic program assessment plans
3.g The words, “the plan’s result” is deleted and replaced with “the academic assessment reports and program revisions based on assessment feedback.”
3.h Annual academic assessment reports will be reviewed at the time of the program’s 7 year review and 3 years following the program review.

- Motion passed unanimously.

5. Updates on PSR Committee and College Point Person

- College Point Person—Joy stated that Interim Provost Brown has discussed with the Deans the need to have an assessment coordinator person in each college. They are in favor but the change still needs to be discussed with the Executive Committee of the Senate. Consequences of the change were discussed. If the change is approved, the college contacts need to participate in Assessment Committee meetings.

- Joy stated that Interim Provost Brown has added the Assessment Committee chair to the Audit and Review Committee. This will give the assessment committee an ‘official’ voice on the committee. Assessment committee members will continue to review the seven-year reports, provide feedback on the assessment plans and actions, and attend the review. After discussing the change to the Audit and Review structure, the committee recommended that the change read “chair or designated member of the Assessment Committee.”

- Program Reviews this year were assigned to committee members as follows:
  - Biology: Tim Buttees
  - Land Use: Florence Monsour
  - Conservation: John Wheeler
  - Business Administration: Greg Hadley
  - Social Studies Education—Middle and Junior High: Anthony Varghese

6. New Business:

- Tim announced that the Association of American Colleges and Universities will be in the Twin Cities this year and will focus on assessment. Dates are May 29-June 3. This has been a valuable conference for members of the committee in the past and it would be a good idea for someone from the committee to go this year when it is so close.

- Tim wondered if college requirements for General Ed are being assessed. General discussion indicated that we might hold on this and add it later is the need is felt.

- Announcement: Assessment Rubrics are posted on the Assessment Website.

- No new meeting is set, but it will be sometime in April.