

**Assessment of Student Learning Subcommittee
of the University Educational Policies Committee
January 27, 2004
Minutes**

Present: S. Filling, I. Haapanen, B. Mirza, A. Schulz, M. Thompson
Excused: J. Esterly, L. Madrigal

- I. **Call to Order.** I. Haapanen called the meeting to order at 12:10 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes dated December 2, 2003.** The minutes were approved as distributed.
- IV. **Announcements/Reports.** A. Schulz and S. Filling reported on the WASC/AAHE Assessment Workshop they attended in San Ramon. Conference attendees from CSU Stanislaus will meet with D. Demetrulias to inform her of the workshop discussions.

A. Schulz distributed the position description for the Faculty Center Fellowship in Teaching and Learning Assessment Associate position. It is hoped to have the position filled by the middle of spring term to prepare for the fall 2004 term. S. Burns will be invited to the February 24, 2004 meeting to discuss the responsibilities for this position.
- V. **Old Business.**
 - A. **2002-05 Assessment Initiative Plan (Information Item).** I. Haapanen will revise the 2002-05 Assessment Initiative Plan and email the revised plan to B. Mirza. B. Mirza will copy and distribute the plan to each member before the next scheduled meeting.
 - B. **AAHE Assessment Conference.** I. Haapanen submitted a budget to C. Watkins of the UEPC for ASL Subcommittee members to attend the annual AAHE Assessment Conference in Denver on June 13-15, 2004. The UEPC responded stating there are no funds designated to attend this conference. Members that attended last year's conference recommended I. Haapanen ask R. Hogan about financial resources for attendance to this year's conference.
 - C. **Assessment of Student Learning 2002-03 Annual Report.** I. Haapanen will revise the Assessment of Student Learning 2002-03 Annual Report with the clarifications and additional information requested by the UEPC. The report will be brought to the February 24, 2004 ASL Subcommittee meeting for consideration and approval.
 - D. **Faculty Voices.** Spring cohort fliers regarding the *Faculty Voices* project have been disseminated. An announcement was placed on Facnet. The committee members discussed the issue of funds to continue this project. A. Schulz commented on *Faculty Voices* becoming an institutional project.
- VI. **New Business.**
 - A. **Introduction of Becky Mirza.** I. Haapanen introduced Becky Mirza as the new committee secretary.
 - B. **Spring Meeting Schedule.** The committee will meet at 12:00 p.m. on the following dates during spring 2004: February 24, 2004, March 23, 2004 and May 25, 2004.
- VII. **Other.**
- VIII. **Adjournment.** The meeting adjourned at 1:00 p.m.

Respectfully submitted,

Becky Mirza
Recording Secretary

:rm
cc: R. Esau