



CALIFORNIA STATE UNIVERSITY, STANISLAUS
FACULTY CENTER FOR EXCELLENCE IN TEACHING AND LEARNING
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Assessment of Student Learning Subcommittee
of the University Educational Policies Committee
MINUTES – Nov. 12, 2003

Present: I. Haapanen, J. Esterly, S. Filling, L. Madrigal, M. Thompson, A. Schulz (ex officio)
Excused:

- I. **Call to Order.** I. Haapanen called the meeting to order at 10:06 a.m.
- II. **Approval of the Agenda.** The agenda was approved.
- III. **Approval of the Minutes October 29, 2003.** The minutes were approved with minor corrections.
- IV. **Announcements/Reports**
 - A. **Words of Thanks.** A note of thanks to committee members was written on the white board by the chair. She read the message to the committee and offered her personal thanks also for the hard work done by individual members of the committee.
- V. **New Business.**
 - A. **Revisit Principles of Assessment.** Copies of the revised “principles” were distributed and discussed. After reviewing the modifications made, it was moved, seconded and passed to approve the revised principles and send them to the Senate Executive Committee (and UEPC if necessary). Several questions were raised about the form and format of the “Academic Senate resolution” that was attached. Some clarification was provided about elimination of the string of “whereas” statements common to past documents. The committee was concerned that the “resolution” aspect should NOT be the item that once again keeps the principles from gaining approval at the Academic Senate.
 - B. **2002-03 Assessment of Student Learning Subcommittee Annual Report.** The chair is working on the revisions and will have these for the December 3rd meeting. If possible, the committee asked to be able to review the changes prior to the meeting. A list of committee accomplishments was to be the major focus of the annual report.
 - C. **Status of Faculty Center Associate for Student Learning.** Armin reported that he is still working with modifications to the existing “assessment associate” position. He shared conversations held with Suzanne Burns and Janey Youngblom regarding an possible change in the job description to include some advisement on grant construction and grant (especially with grants related to Affirmative Action (AA) grants and Research and Creative Activities (RSCA) grant competition. Steve raised the concern that this position should not do the work of the Office of Research and Sponsored Program. Armin also shared his brief discussion with Dr. Wendt about changing the position title to make it more appealing to faculty. The group brainstormed some possible title changes and reached agreement on the following: Faculty Center Associate Director for Support Services. Armin will relay the group’s discussion to Dr. Wendt during his next regularly scheduled meeting and get additional feedback.
 - D. **President’s Assessment Summit:** Armin reported that the Nov. 4 President’s Assessment Summit ran smoothly. The sessions were well-represented by faculty and staff across the university’s four unit areas. Dr. Cambridge noted the absence of student representation in the workshops and sessions. Arrangements for Spring of 2004 and Fall of 2004 are still pending. The summit was sponsored exclusively by the President’s Office. Armin drafted a “thank you” response to participants and forwarded it to the President’s Office. April 26-27 have been dates suggested for a follow-up Assessment Summit. It is not clear who will plan this event.
- VI. **Old Business.**
 - A. **2002-05 Assessment Initiative Plan.** A revised outline of the plan and further discussion is pending. Members of the committee were unclear as to what the existing plan intended and what projects were being undertaken or were under consideration. The chair will provide additional direction for discussion.
- VII. **Adjournment.** The meeting was adjourned at 11:10 a.m. The next meeting will be held on November 12 from 10:00 to 11:00 in the FDC – Rm. 114

Respectfully submitted,
Armin Schulz, Acting Secretary