

**Assessment of Student Learning Subcommittee
of the University Educational Policies Committee
March 19, 2003
Minutes**

Present: A. Cunha, J. Esterly, S. Filling, I. Haapanen, D. McFarland
Excused: D. Kavasch

- I. **Call to Order.** I. Haapanen called the meeting to order at 1:33 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes February 19, 2003.** The minutes were approved as distributed.
- IV. **Announcements/Reports.**
 - A. **Call for Participation for Faculty Voices Book Project.** The information in the flyer that was dispersed to faculty calling for participation in the Faculty Voices Book Project was questioned by the subcommittee. The call was made only to General Education faculty, limiting faculty who might wish to participate and closing it from disciplines that do not offer GE courses.

The subcommittee met with K. Stone, chair of the University Educational Policies Committee, to share its concerns about the flyer. Following discussion, it was agreed to send the call to all faculty.

To make the change apparent to faculty, a revised flyer will be distributed with "EXPAND" written in bold letters on a different color paper than the original flyer. The application will also be attached.
- V. **Old Business.**
 - A. **Meeting with D. Kavasch and R. Hogan.** R. Hogan was invited to attend the meeting but was unable to attend due to a scheduling conflict. The subcommittee will invite her to attend the meeting on April 16, 2003, requesting confirmation of her attendance.
- VI. **New Business.**
 - A. **Faculty Voices Book Project.** I. Haapanen distributed a document outlining the three stages of the Faculty Voices Book Project. The first stage will be to conduct a brainstorming session with participating faculty. In the second stage, ten faculty will oversee the production of the writing process of the project by acting as advocates, gatekeepers, and mentors. The last stage will be the publication of the Faculty Voices book.
 1. **Grant Proposal.** I. Haapanen wrote a proposal for the grant money for the Faculty Voices Book Project based on information discussed at an ASL meeting. Each committee member will review the proposal.
 - B. **Report on the General Education Assessment Conference in Fullerton.** Deferred.
 - C. **Meeting with K. Stone and I. Haapanen on February 26, 2003.** K. Stone gave I. Haapanen permission to continue working as a committee.

- D. Review of Meeting dated October 29, 2002.** Deferred.
- VII. Other.** A. Schulz updated the subcommittee on the status of the Faculty Center Associate for Assessment of Student Learning position. The job description for the position was accepted by the Faculty Development Committee and the interview team for the candidates has been created.
- VIII. Adjournment.** The meeting adjourned at 2:09 p.m.

Respectfully submitted,

Dawn McFarland
Recording Secretary

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cc: R. Esau