

**Assessment of Student Learning Subcommittee
University Education Policies Committee
October 20, 2005
Approved Minutes**

Present: Hodge, Johnson, Novak and Roy

1. Approval of agenda and minutes: The minutes and agenda were approved as distributed.
2. GE Assessment: The committee discussed the lack of leadership for GE courses and GE assessment, and where GE leadership should be housed (i.e., Dean's office v.s. faculty member).
3. Assessment Activities and IRB: The committee discussed the role of the IRB process for assessment-based activities. Novak mentioned John Garcia, chair of University IRB, has proposed assessment activities be reviewed by IRB for exempt status. Novak pointed out that federal guidelines do not require assessment, carried out for quality and improvement purposes, be reviewed by IRB and that the view from other CSU campuses was that assessment for educational purposes be exempt from IRB review. The committee agreed that assessment research used in publications and conferences should not be exempt. Novak requested ASL take a position on the issue and draft a statement to be distributed to Diana Demetrulias, the University IRB committee, and to SEC. Roy agreed to draft a position statement.
4. WASC Self-Evaluation, Standards, Standard #2: The committee reviewed Standard #2. The discussion began with Standard 2.4. Novak stated that departments go through APR, defining their objectives and goals, as well as planning their methods of assessment and reporting on how the program has been modified based on assessment. Roy stated that little assessment information was shared among faculty. Novak mentioned that the Assessment web-site was a possible location for faculty to share assessment information, but that no formal year-end meeting to discuss assessment was in place. Novak recommended that ASL draft a policy and recommend that such an event be created.
5. Diana's Assessment Leadership Team: Novak informed the committee that he and Diana Demetrulias were working on a plan to have an Assessment Leadership Team comprised of faculty from each college, the Speaker, staff and administration. The committee discussed the role of the Coordinators of Assessment and whether they should be facilitating assessment of individual classes vs. programs.