AAAPR MEETING minutes 5/17/17

Present: Darren, Barb, Laura, Joanne, Deb, Craig

Supporting documents: agenda; Mid Cycle Accreditation Standards- Part 1; AAAPR Recommendation 4 (Deb); ISU Ad Hoc Report- Rec 3 & 4 (draft); Non-Academic Self Assessment Proposal

Darren opened the meeting at 0900.

The committee discussed progress on the Mid-cycle report, including what is in draft form, what is in outline form, and what remains.

Part I. Darren wrote Part I, which addresses mission fulfillment. The definition of mission fulfillment is key. IEAC was created to facilitate the revision of the core themes, etc. A website is used to disseminate this information to the campus. Scoring of key indicators is used to demonstrate mission fulfillment. This section concludes with SBOE being the final authority on the process. Laura noted that the bottom of Figure 1 is cut off and should be corrected.

Part II. Joanne wrote Part II, which uses the College of Pharmacy and General Education as examples of academic assessment programs. The College of Pharmacy has a mature, well-developed assessment program as required by its accreditation agency; General Education has a plan which is in early stages of implementation. Laura pointed out that the General Education program is a good example of diversification, and that we need to demonstrate inclusion and transparency in our processes. Joanne will revise this section to address those issues.

Part III. Darren met with Paul and came up with an outline for this section, which addresses how to prepare for year 7 of the accreditation cycle. A key issue is what to do with the assessments once we’re done with them. Non-academic assessment is included in this section. The Non-Academic Unit Assessment Program Proposal document discusses processes and outcomes. The Council for Advancement of Standards (CAS) in Higher Education (9th edition) has been purchased and will be available for use. Student Affairs has created an assessment program for non-academic units. IEAC will review the non-academic unit assessment program in July so the program can move forward in fall, with assessment beginning in Spring, 2018. Units identified for this program will have assessment training in fall; they will need training so they know how they will be assessed. This assessment will have a 5-year cycle, with one unit per semester undergoing assessment. Student Affairs will be one of the first units assessed.

Recommendation #3. Selena and Darren will meet on May 18, 2017, to reorganize this section. The rubric for Facilities and Information Technology Services will be included, but it will be revised over the next two months.

Recommendation #4. Deb used the standards to develop an outline. This will be developed into a narrative to avoid repetition. Portions of the main report and the recommendations can share narrative pieces. The last part to write will be the long term, big picture of assessment on campus, and how we use the results.

The lead evaluator, Nancy Cornwall, is from Montana State University. The two-person team will be here on October 4 and will finish by noon on October 5. They will need the report about 3-4 weeks prior to the visit.
Darren, Deb, Laura, and Joanne will meet on June 8 at 3:00 to work on Recommendation #4. Darren will post a document on Google Docs.

Craig will become a permanent part of this team.