Dear members of the Academic Standards Committee,

Sorry for taking a while to get this out to all of you, but you know how it goes sometimes...

I have copied the agenda of the last meeting below, in blue, and added the "minutes" in appropriate areas.

Please note that we agreed to meet on Friday 9 November at 3pm, but I will be out of town that day, so we need to reschedule (unless someone wants to be the substitute chair that day).

Please let me know which of the following possible times are OK for you:

- Tues 6 Nov at 4pm
- Tues 13 Nov at 4pm
- Weds 14 Nov at 4pm
- Fri 16 Nov at 3pm

UW-P Academic Standards Committee
Wednesday 10 October 2001, 4 pm, 261 Gardner Hall

Agenda

Present: Beth Frieders, Samira Towfic, Elizabeth Gates, Ted Parsons, Mesut Muslu; David van Buren (ex officio)

1. Selection of committee chair

BETH FRIEDERS AGREED TO SERVE AS CHAIR DURING THIS ACADEMIC YEAR.

2. Determination of next meeting date and time

WE AGREED TO ALTERNATE BETWEEN TUES 4PM, FRIDAY 3PM, AND WEDS 4PM TO ACCOMMODATE ALL SCHEDULES. WE TENTATIVELY SETTLED ON FRIDAY 9 NOVEMBER AT 3pm FOR THE NEXT MEETING.

3. Discussion of recent events pertaining to this committee

DAVID VAN BUREN AND BETH FRIEDERS UPDATED COMMITTEE MEMBERS, WITH INPUT FROM OTHERS, ON RECENT EVENTS AS THEY PERTAIN TO THE FUNCTIONING OF THE COMMITTEE:

¥ APPROX. 5 YRS AGO, UUCC BEGAN AN ASSESSMENT OF CURRENT GEN ED COURSES, BUT WAS UNABLE TO COMPLETE. THEY RECOMMENDED TO FACULTY SENATE THAT THE TASK OF REVIEWING GEN EDS BE ADDED TO THE RESPONSIBILITIES OF THIS COMMITTEE, WHICH FACULTY SENATE DID.

¥ IT WAS ACKNOWLEDGED THAT THERE IS OVERLAP BETWEEN THIS COMMITTEE'S FUNCTIONS AND THOSE OF THE BASIC SKILLS COMMITTEE AND THE OVERSIGHT ASSESSMENT COMMITTEE.

¥ THE PROVOST APPOINTED DAVID VAN BUREN AS A NON-VOTING ADMINISTRATIVE REPRESENTATIVE TO THIS COMMITTEE, TO ENSURE THAT A PLAN FOR GEN ED ASSESSMENT BE CREATED AND THEN IMPLEMENTED.

¥ FACULTY SENATE, ON 25 SEPT 2001, SUGGESTED THAT WE UNDERGO A SELF-REVIEW THIS YEAR AND ADDRESS THE FOLLOWING: REWRITE THE COMMITTEE'S RESPONSIBILITES (IF WE
FEEL THEY NEED TO BE CLARIFIED OR MODIFIED) AND THE MEMBERSHIP (BOTH STATED IN THE FACULTY BYLAWS, see below); CREATE A ROTATING GEN ED COURSE ASSESSMENT PLAN.

¥ VIA THE PROVOST, THIS COMMITTEE WILL REPORT OUR ASSESSMENT OF GEN EDS TO THE NEWLY APPOINTED GENERAL EDUCATION DIRECTOR (to begin position January 2002).

4. Action(s) for next meeting
¥ HAVE AN E-MAIL DISCUSSION OF COMMITTEE MEMBERSHIP AND MEETING TIMES OPTIONS FOR THE FUTURE, DECISION TO BE MADE AT NEXT MEETING.

Membership ideas generated at meeting:
* Ex-Officio = UUCC rep, Admissions Office rep (Dick Schumacher, Dean of Admissions and Enrollment Management), and/or the Director of General Education.
* Possibly have college elections, with 2 members from each college, staggered terms (2-3 year length?)
* Set meeting times for every other week, much like faculty Senate does, so that faculty are aware before agreeing to be listed on the election ballot. This will ensure all members are available during meeting times.

¥ READ BYLAWS AND MAKE NOTES OF ANY CHANGES TO BE MADE.

¥ READ THROUGH AND COMMENT ON DRAFT OF ASSESSMENT PLAN CREATED BY DAVID VAN BUREN (ATTACHED).

¥ SET DATES FOR COMPLETION OF ASSESSMENT PLAN AND PRESENTATION TO FACULTY SENATE. SEE RESPONSE FROM DAVID VAN BUREN BELOW CONCERNING FACULTY SENATE. [I've checked the Faculty Bylaws, and since the Academic Standards Committee comes under Part II of the Bylaws, the most appropriate amendment procedure would appear to be the one defined under the Bylaws, Part IV, Section 2: Parts II and III of the Faculty Bylaws may also be amended by a majority vote of the full Faculty Senate at a Faculty Senate meeting following the publication of the proposed amendment in the minutes of the Faculty Senate. Such amendments become effective ten (10) working days following their publication in the Faculty Senate minutes unless 10% of the university faculty file an objection with the Faculty Senate Chair prior to the effective date. In the absence of such an objection, the amendment shall remain in effect only on the affirmative vote of the majority of the faculty members present and voting "yes" or "no" at the next duly constituted general faculty meeting.]

¥ WE DISCUSSED RESPONSIBILITY (i.) AND DECIDED TO BEGIN OBTAINING DATA FROM THE REGISTRAR’S OFFICE ON GPA AND GRADUATION RATES OF DISCRETIONARY ADMITS. DATA FROM MULTIPLE YEARS MUST BE OBTAINED IN ORDER TO MAKE RECOMMENDATIONS ON ADMISSION STANDARDS.

From Faculty handbook:
Bylaws (p. 4.55) --
a. Responsibilities
i. Reviews and recommends admission standards to the Faculty Senate based on curriculum and program analysis with respect to the mission of the university and with respect to attrition.
ii. Periodically reviews courses which satisfy general education requirements to assure these courses are meeting the overall goals set forth in the General Education Plan.
iii. Consults with the Dean of Admissions and Enrollment Management.

b. Membership
Six faculty, 2 from each college
Ex-Officio: APC Representative

Note - On 28 September, via Barb Parsons, I requested that APC select a representative to this committee.

I think this just about covers it.
Beth

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Adventure is worthwhile in itself.
    -- Amelia Earhart

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