

Academic Assessment Committee

Agenda

Sept. 26, 2013

11 a.m. - 12:30 p.m.

CII Faculty Innovation Room (Library Building)

1. **Assessment Calendar Change**

The committee was informed on the progress being made in the proposal to align the assessment calendar with the academic calendar.

2. **WEAVE Master List Review**

The committee initiated a review to ensure that the WEAVE master entity list was current and aligned with Tarleton's degree offerings.

3. **Fifth Year Interim Report**

NOTE: Data collection for the fifth year interim report ends May 31, 2015

4. **Holistic Reviews**

The committee discussed creating a new review process that would occur at the midpoint of each year to provide programs and units with a holistic overview of their culture of assessment.

5. **Newsletter**

The committee discussed the value of creating an assessment newsletter to share stories and practices across campus.

6. **Guide to Running a Program/Budget Unit Assessment Meeting**

In conjunction with the revised calendar, the committee continued their discussion of the need to provide a manual on how to run an assessment meeting as the new calendar alignment will make it possible to more clearly integrate assessment planning with academic planning.

7. **Texas A&M University Assessment Conference – Feb. 16 – 18, 2014**

The committee was asked to remind their constituents that the proposal deadline is October 11

8. **Dept. Head Rep's**—Please
- 1) Update your college dean and all dept. heads on these items ASAP,
 - 2) Make sure all department heads and academic-program coordinators are in possession of the assessment checklist, and
 - 3) Make sure that current checklist and deadlines are reviewed and discussed in every Department Head meeting.