

**SAN FRANCISCO STATE UNIVERSITY
UNIVERSITY ACADEMIC ASSESSMENT ADVISORY COMMITTEE (UAAAC)
ANNUAL REPORT 2014-2015**

I. Executive Summary:

The University Academic Assessment Advisory Committee was established by Academic Senate Policy #S99-206 on April 27, 1999. Therefore, this is the fourteenth year of operation for the committee.

The members are to include:

One faculty representative elected by each of the colleges; one faculty representative elected by the University Library; one faculty representative elected by the Student Services Professionals; The Chair or designee from Academic Program Review Committee, from Curriculum Review and Approval Committee, from the General Education Council, and from the Graduate Council; one graduate student and one undergraduate student as designated by the President of the Associated Students; one representative appointed by the Provost; and the Coordinator of Academic Assessment (ex officio, non-voting).

The committee reviewed and advised the Dean of Undergraduate Studies on BA and MA (where applicable) assessment reports from the following departments (Note: Review schedule is included.):

Fall 2014 (Reports Reviewed Before November 10, 2014)

Africana Studies Assessment Report 2014
Biology Assessment Report 2014
Comparative and World Literature Assessment Report 2014
Earth and Climate Sciences Assessment report 2014
Kinesiology Assessment Report 2014
Psychology Assessment Report 2014
Social Work BA Assessment Report 2014

The following are report reviewed during and after November by Date & Program:

November 10, 2014

Classics Assessment Report 2014
Earth and Climate Science Assessment Report 2014
Classics Assessment Report 2014

December 1, 2014

International Relations Assessment Report 2014
Chemistry and Biochemistry Assessment Report 2014

Spring 2015 (Reports Reviewed)

The following are reports reviewed by Date & Program:

February 2, 2015

French BA and MA Assessment Reports 2014

February 16, 2015

Africana Studies Assessment Report 2014

Sexuality Studies Assessment Report 2014

March 16, 2015

Asian American Studies BA and MA Assessment Reports 2014

German BA and MA Assessment Reports 2014

April 6, 2015

Japanese Assessment Report 2014

English Education Assessment Reports 2014

April 27, 2015

Italian Assessment Reports 2014

May 11, 2015

French Assessment Reports 2014

Spanish Assessment Reports 2014

Co-Chairs Tanner and Collins divided the reports evenly among committee members and committee members offered suggestions for revisions to both the Assessment Report Evaluation Rubric and Assessment Report submission guidelines drafted by the Academic Assessment Coordinator. The committee has also discussed with the Academic Assessment Coordinator several of the possibilities for greater involvement of UAAAC in program review and GE assessment processes moving forward.

II. Charge to the Committee:

The charge of the University Academic Assessment Advisory Committee is to provide a channel for communication, advice, and liaison among Academic Affairs, the Academic Senate, and the faculty on academic assessment. For the purposes of this charge, academic assessment is defined as the use of quantitative and qualitative methods and measures to evaluate the process and outcomes of student learning.

III. Activities of the Year:

- By majority vote, and to ensure even distribution of assessment reports among committee members and thorough review, UAAAC met twice per month on Mondays during Fall 2014 and Spring 2015 semesters.

Actions:

- **Elected co-chairs of UAAAC.** Dr. Kimberly Tanner (Biology/COSE) and Dr. Robert Keith Collins, PhD were installed as co-chairs at the first meeting.
- **Discussion of Program Review Instructions and Assessment Report Evaluation Rubric.** During the fall 2014 and spring 2015 semesters committee members discussed the realities and constraints (including the need for faculty professional development) of creating a culture of assessment, constructing an assessment report evaluation rubric, and revising the assessment report guidelines.
 - During the fall and spring semesters, UAAAC consulted with the Academic Assessment Coordinator on how to create a culture of assessment at SF State University.
 - A new assessment report evaluation rubric was created.
- **Discussion of Department Program Annual Assessment Reports and Rubric Revision**
 - Academic Assessment Coordinator Jennifer Summit met with UAAAC members to prepare for Assessment Report review and rubric trial usage and revision.
 - Committee members discussed and offered suggested revisions to the Academic Assessment Coordinator on a variety of criteria in the Assessment Report Evaluation Rubric.

IV. Agenda for the Coming Year:

- Elect chair of UAAAC at first meeting.
- Co-Chairs or an elected representative should be prepared to attend BRC as a representative from UAAAC.
- Continue to revise and use the iLearn site for committee discussions.
- Continue to offer advice on assessment reports using the newly created assessment report evaluation rubric and submission guidelines.
- Develop model assessment plans and templates for assessment components of program review in consultation with the Coordinator of Academic Assessment.
- Consult with the Academic Assessment Coordinator on assessment agenda items for review and the nature of input requested of UAAAC.