

**Academic Assembly**  
November 30, 2015  
2:05 – 3:35pm, STCN 130

**MINUTES**

Present: Jeffrey Anderson, Eric Bahuaud, Sarah Bee, Rick Block, Pat Buchsel, Terri Clark, Brooke Coleman, Isiaah Crawford, Carlos de Mello e Souza, Bill Ehmann, Leticia Guardiola-Saenz, Mike Higgins, Arun Iyer, Kate Koppelman, Rob Rutherford, Frank Shih, Heath Spencer, John Strait, Dan Washburn

- I. Review of 11-16-15 Minutes
  - A. Correction to vote on Bylaws amendments: one opposition
  - B. Announcements
    - 1. Rich LeBlanc from College of Science and Engineering is willing to serve on ERP steering committee, will recruit another member from Faculty Technology Committee
  - C. Minutes approved with no oppositions or abstentions
- II. Academic Affairs Dashboard Report
  - A. Areas of success
    - 1. Enrollment: total headcount, new first time in college, transfer students, undergraduate headcount, graduate headcount (Law School is still down but has a number of measures in place to address this – discussed below)
    - 2. Graduation rates: six year graduate rate, six year underrepresented minority graduate rate, student athlete graduate rate
    - 3. Continued commitment to enrollment and graduation rates of underrepresented minority (URM) students
    - 4. Moving in the right direction for enrollment of international students
    - 5. Increase in percentage of courses taught by full time faculty, also at a four year high for courses taught by tenure stream faculty
  - B. Areas of challenge
    - 1. Discount rate is up, currently at 44.9% for freshmen (goal to remain lower than 50%)
    - 2. US News and World Report ranking dropped one, from 5 to 6 – unknown exactly why
    - 3. Percentage of courses with less than 20 students in class dropped 4% from last year
      - a. Good to have smaller class sizes, one of our differentiators
      - b. Not excellent for the business rate
      - c. Currently looking at classes running with fewer than 10 or more than 30 students to see what is driving this increase
    - 4. First time in college (FTIC) fall to fall retention is down from 87% to 84%, FTIC 2-3 year retention rate is down from 91% to 90%
      - a. Urge faculty to continue to give early reports of students having difficulties within first few weeks
  - C. School of Law
    - 1. Board of Trustees approved 4 new program proposals: Master of Laws in Tribal Law, Master of Laws in Elder Law, Master of Laws in Innovation and Technology Law, and Master of Legal Studies
      - a. School of Law has an insulated curriculum review process that does not come to Aca – part of the original agreement between SU/School of Law
      - b. Some or all of these programs may be able to be offered in a hybrid format, and will also explore offering at our Alaska campus

- D. This dashboard is the same set of data that the Board of Trustees received and most data can be found on the University Planning/ Institutional Research webpage
- III. University Assessment Committee Update (*David Carrithers, Bob Duniway, Kate Koppelman, Chuck Lawrence, Christina Nilsen, Tim Wilson*)
  - A. NWCCU Accreditation
    - 1. External assurance/validation process that SU is a reliable provider of education through peer review and reporting
    - 2. May make us eligible for forms of federal financial aid
    - 3. Guidelines from Department of Education filter down to regional accrediting bodies (for us, NWCCU)
    - 4. Process includes 1,3, and 7 year reports built around “Core Themes” – strategic goals that guide our work, centered on educational effectiveness
    - 5. SU will submit 7 year report in fall 2017 and NWCCU will visit in spring 2018
  - B. Core Themes for NWCCU report are based on our primary goals in strategic plan
    - 1. Enhancing Transformational Education
    - 2. Fostering Professional Success
    - 3. Responding to External Change
    - 4. Creating Infrastructure for Excellence
  - C. Assessment Reports
    - 1. Faculty are responsible for assessment of student learning within their program through annual program assessments with a goal of ongoing improvement
    - 2. Each school/college has an assessment coordinator who works with program directors to assemble annual reports
    - 3. Last year, group of faculty reviewed reports
      - a. Did reports meet university standards?
      - b. Did 75% of students achieve the learning outcome within the program?
    - 4. 80% of programs passed threshold last year for Undergraduate Learning Outcome 2
    - 5. This year, UAC and faculty reviewers will be reviewing Undergraduate Learning Outcome 3 and Graduate Learning Outcome 1, and will partner with Student Development and Mission and Ministry to gather data from extra- and co-curricular programming for these outcomes
    - 6. Reviewers check for thoroughness and usefulness of information gathering and analysis
- IV. AcA Appointments
  - A. University Academic Policy Committee
    - 1. Need co-chair and faculty representatives from each school/college, appointed by AcA
    - 2. Work with Registrar on university policies, moderate to large workload anticipated
    - 3. Frank Shih will be a faculty representative
  - B. University Assessment Committee
    - 1. Need more faculty representatives as appointed by AcA
  - C. University Sponsored Academic Programs
    - 1. Need chair appointed by AcA and faculty representatives appointed by dean of each school/college
    - 2. Will meet on as-needed basis, low workload anticipated
  - D. Assessment and Planning Coordination Committee
    - 1. Review all offices across university who do not offer academic programs
    - 2. Sarah Bee will serve as faculty representative
  - E. AcA needs an explanation of committees and what positions are needed
- V. Proposed Program Revisions

- A. School Counseling and Mental Health Counseling (College of Education)
    - 1. Increase in credits and revision of curriculum to meet market demand
    - 2. Revised program includes additional endorsement in teaching for English Language Learners
    - 3. Motion to approve memo as written approved with no oppositions or abstentions
  - B. Business Valuation Certificate (Albers School of Business and Economics)
    - 1. Update program requirements to make more attuned with special areas in demand and reduce redundancy
    - 2. Recommendation for PRC to use more specific language on final recommendation
    - 3. Suggestion for this program explore the possibility of developing a hybrid/online option
    - 4. Motion to approve memo as written approved with no oppositions and one abstention
- VI.** Update on Unionization
- A. Motion to delay discussion to future meeting approved with no oppositions or abstentions
- VII.** Announcements
- A. AcA would like representatives of Diversity and Inclusive Excellence to attend an upcoming meeting to discuss Campus Climate Survey results
  - B. Faculty Senate Task Force will present a draft document at January 11 meeting