

Charge to the Academic Assessment Committee

The Academic Assessment Committee (AAC)

Rationale:

The Academic Assessment Committee provides recommendations to the Director of Academic Assessment who is responsible for leading the College's academic assessment efforts, identifying the approach the College is taking for academic assessment, and communicating this to the faculty, staff, students and other constituencies of the College.

The AAC also supports the Dean's efforts to ensure academic assessment is linked to and, therefore, informs and is informed by the College's curriculum, planning, and budgeting processes.

Responsibilities of the AAC:

The AAC provides suggestions to the Dean on seven critical areas of assessment responsibility:

1. Provides feedback on revisions, made when necessary, to the College's Academic Assessment Mission Statement and goals;
2. Provides feedback on the degree to which Academic Assessment processes are linked to other College processes, especially the, Planning, Budgeting, Curriculum and Staff Professional Development processes, and makes recommendations on ways to improve these linkages;
3. Makes suggestions to the Dean on criteria for the allocation of resources to faculty members/groups to support their academic assessment work and gives input to the creation of the annual budget for academic assessment;
4. Provides suggestions on planning the annual Spring Assessment Retreat, the academic assessment sessions of the annual Learning Days, and other events and workshops organized to promote and educate faculty, staff, students and other College constituencies on academic assessment.

5. Supports the Dean's efforts to guide faculty, academic divisions, disciplines, offices, and college academic committees on issues involving assessment methods and interpretation of results, as well as other assessment matters that arise.
6. Provides feedback to the Dean on the assessment of the Academic Assessment processes and makes suggestions for their improvement.
7. Coordinates and collaborates with the General Education Curriculum Assessment Committee (GECAC).

The AAC is constituted by:

1. an Academic Officer on the college's Executive Council;
2. the Dean of Career and Continuing Education;
3. the Faculty chair of the Curriculum Council;
4. a representative from Student and Educational Services
5. the Director of General Education;
6. the Director of Institutional Research;
7. additional faculty members; invited as needed
8. the Assessment Leadership team *(chairs);

*The Dean, who chairs this committee, serves as the liaison between it and the FSARC, the Curriculum Council and Sub-Council, and the academic leadership of the college.

Sub-committees of the AAC

Most of the work of the AAC is conducted by smaller subcommittees. The Dean will establish subcommittees as is necessary. These subcommittees, chaired by the Dean, will establish their own meeting schedule.

Meeting Schedule for the AAC

The AAC will meet once a semester (in fall, winter and spring semesters), and at other times as deemed necessary by the Dean.