May 23, 2013

DAN HIRSCHBERG, CHAIR
COMMITTEE ON RULES AND JURISDICTION

RE: REVISION OF BYLAW 85 (6) (A)

EXPECTED ASSEMBLY AGENDA DATE: June 6, 2013

The CEP Assessment Committee has approved the revision of its Bylaw to include a representative from the Graduate Council. At the time the Assessment Committee was established, only undergraduate curriculum was included as part of the WASC requirements. In recent years, WASC has asked that the university prepare Program Learning Outcomes for graduate programs. The Graduate Council has a subcommittee that has been working on assessment of graduate curriculum, but at least one GC member should be appointed to the Assessment Committee.

It would be more efficient to maintain one committee to coordinate both undergraduate and graduate assessment. Moreover, the Graduate Council should maintain its Subcommittee on Assessment, but a Graduate Council representative would inform the Assessment Committee of graduate evaluation concerns.

I would like to request your Committee’s review of the proposed modifications to confirm that the Bylaw is consonant with the Senate Code. The proposed changes will be considered at the Divisional Senate Assembly meeting scheduled for June 6, 2013. so that the Bylaw change can be considered at the last Divisional Senate Assembly. If you have any questions, please do not hesitate to contact me.

Mary Gilly, Chair
Academic Senate

C: Michelle AuCoin
   Jill Kato
   Shira Long
Bylaw 85 (C) (6) CEP Assessment Committee

(a) Membership

The CEP Assessment Committee shall consist of one member from each School Faculty offering an undergraduate degree appointed by the Committee on Committees for a three-year term. The Committee shall also consist of one faculty member from the Council on Educational Policy who will serve as Chair of the Assessment Committee, and one faculty member from the Council on Educational Policy appointed elected by the CEP Chair who will serve as Chair Elect of the Assessment Committee, and one member of the Graduate Council. The Chair of the Assessment Committee shall be the senate member who previously served as the Chair-Elect of the Assessment Committee. The Director of Assessment and Research Studies shall be an ex officio member.

(b) Duties

1. Provide guidance on all matters related to student learning assessment, including policy development around assessment of student learning at the classroom, course, program, general education, and institutional levels.

2. Provide counsel to departments, schools, and Academic Senate committees on matters relating to student learning assessment. Review program assessment plans and reports and make recommendations to improve student learning. Prepare periodic reports on the status of student learning assessment within academic programs.

3. Make recommendations to CEP regarding the assessment of the general education program, including recommendations based on the review of general education courses and categories.
   a. Develop and maintain guidelines and procedures for both periodic comprehensive assessment and continual ongoing assessment of learning outcomes for each general education category.
   b. Evaluate the results of these assessments and make recommendations to CEP based on these results.

4. Monitor the University’s progress in implementing its assessment plans, including those resulting from regional reaccreditation review, and promote the use of assessment results in planning activities.