UNIVERSITY OF CALIFORNIA

BERKELEY • DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO

SANTA BARBARA • SANTA CRUZ

Office of the Executive Vice Chancellor and Provost

UNIVERSITY OF CALIFORNIA, MERCED
POST OFFICE BOX 2039
MERCED, CALIFORNIA 95344
(209) 228-4439
FAX: (209) 228-4423

To: Susan Amussen, Christopher Viney, Chris Kello, Sam Train, Evan Heit, Maria Pallavicini, Gregg Camfield, Jane Lawrence, Carlos Coimbra, Laura Martin

From: Keith Alley, EVC and Martha Conklin, Chair Academic Senate

Subj.: Senate-Administration Council on Assessment

Date: January 19, 2010

With this memo the campus is establishing a joint Senate-Administrative Council on Assessment. This will be a permanent committee and it is intended to provide institution-wide oversight and coordination of educational assessment activities, including annual assessments and periodic program reviews, for curricular and co-curricular programs that contribute to the educational mission of the university. The Academic Senate has responsibility for academic program assessment, and guidelines have been developed by GRC and UGC for everything from course and program implementation to periodic program review. Likewise, the Administration, including student affairs, is responsible for various types of institutional assessments of our educational effectiveness, some of which are directly related to academic programs (e.g., tutoring). A joint Senate-Administration Council is an effective means to ensure that different assessment efforts under Senate or Administration are well-coordinated and communicated to different groups, and that staff and support resources are adequate and well distributed. Many of the senate members will change yearly, however, to provide continuity, the faculty representatives will serve for three years (although initially one will have a two year term and the other a three year term).

Council Charge:

(1) Coordinate and oversee institutional assessment, including curricular, co-curricular, and administrative assessment activities; ensure communication and data sharing between all groups involved.

(2) Review accreditation activities, reports, and actions, and advise Administration officials and Divisional Council on response, efficiency and best practices within institutional constraints.

(3) Develop and regularly update a plan for ensuring adequate resource support for all assessment activities, especially annual assessments and periodic program reviews.

(4) Make recommendations to the Administration and Academic Senate on the charge and composition of other committees that have regular or periodic responsibility for assessment.

(5) Ensure that assessment needs and outcomes are built into strategic and long-term planning.

(6) Provide recommendations on funding needs that will support assessment activities across the campus.

Membership 2009-2010:

Academic Senate

Susan Amussen, UG Chair
Chris Kello GRC Chair
Evan Heit, CAPRA
Gregg Camfield, SSHA
Carlos Coimbra, SOE
Coordinator

Administration

Christopher Viney, VPUE
Sam Train, Dean Grad studies
Maria Pallavicini, Dean SNS
Jane Lawrence, VC Student Affairs
Laura Martin, Assessment

The committee will be co-chaired by Dean Maria Pallavicini and Professor Evan Heit

Reporting:
As a joint Senate-Administration body, the Council shall report its recommendations to the Administration (through the Provost's Office), the Academic Senate (through Divisional Council), and to the schools. The committee will generate an annual report.

C.: Chancellor, School Deans