3A sub-committee
Present: Ed Crowther, Beth Bonnstetter, Beth Apodaca Ruybal, Jenna Nielsen, Liz Thomas Hensley, Margaret Doell

The committee reviewed the key agenda items from the last meeting and identified the areas related to 3A. Committee members were asked to continue to find evidence documents and upload them into the 3A folder, as well as identify any ‘Great Stories’ that relate to any of the sub-components. 3A is farther along than most other sub-components so the committee members should also review the narrative draft and comment.

Margaret noted that the planned 03/20/15 campus HLC overview meeting has been postponed.

The sub-group focused on addressing some of the ‘unanswered questions’ that came from the brainstorm document. First, goals for AA/AS and certificates were discussed. It was agreed that for the most part we treat the Gen Ed goals as serving this purpose. Ed will convene a smaller committee and come up with some language that better articulates how we approach AA/AS goals.

Second we discussed evaluation of goals and curriculum to ensure it aligns to ASU goals and mission. Liz will find the matrix used when the MBA was developed and work on language to explain how we do this The Program review policy document also articulates this.

The group also discussed how adjunct instructors are evaluated in addition to course evaluations. Several additional means were identified: Hiring process (qualifications), syllabus review by chairs to ensure appropriate content and assessment measures, robust student rating process and students complaints/trends, monitoring of BB shells in some programs, clearly outlined expectations, TEED 589 and on-campus training sessions all provide opportunities to ensure qualified instructions and identify concerns. Concerns regarding any of the previous measures results in follow up. Liz cited some instance in MBA and Beth in ES. Liz will write a paragraph regarding these additional evaluation measures.

Subsequent meetings will focus on other sub-components and committees. The meeting adjourned at 4:57pm.