1. Meeting called to order at 2:11 p.m. by Chairperson Rob Wallace.

2. Attendance: Rob Wallace, Chair; Joanne Olson (HS); Teresa Paschke (DES); Jana Byars (LAS); Dale Chimenti (ENGR); Jan Thompson (CC); Frank Peters (ASAC); Brad Skaar (OAC); Abbie Lang (GSB); Robert Martin (CALS).

3. Minutes from October 22, 2013 – no additions or amendments were made. Paschke moved to accept the minutes as presented; seconded by Thompson. Approved unanimously.

4. Upcoming AAC meetings: November 19 – will be meeting; December 3 – plan to meet; December 10 – not likely to meet.

5. Wallace reported moving to EB these items: Suspension of MPA; Minor in Food & Society; Discontinuation of Masters in Professional Agriculture.

6. No other announcements.

7. Curriculum Committee – no report. (Thompson)

8. Academic Standards Committee – no report. (Peters)

9. Outcomes Assessment Committee – (Skaar)

   Report focused on a series of questions that are being considered:

   a. How does the university define “success?” (Committee serves for the coordination of various efforts at university level.)
   b. How do the colleges define “success?” (College Committees serves for the coordination of department efforts.)
   c. What is the “Quality Initiative?” (Propose a project to improve efficiency.)
   d. What is the “Quality Assurance?” (Structured standards. Submitting evidence at different levels.)
   e. Does ISU gather data from employers?
   f. Does ISU track on-line course success?

10. Peters raised a concern about enforcement of prerequisites. The problem needs to be clearly defined and a standard policy needs to be established. What can departments do about this problem? We need to know if this is a problem the Registrar can fix by de-registering students on the basis of not meeting prerequisites.
By consensus, the AAC agreed to the following statement: “Academic Departments have the option to de-register any student from a course who does not meet specified prerequisites for that course.”

The AAC agreed that Peters and Wallace need to do more fact finding about this topic prior to the next meeting. (Contact D. Holger, Registrar, etc.)

The AAC will continue to explore this topic.

11. Wallace reported on ISUComm survey. Progress is being made. Progress report will be made at the November 19th meeting.

12. New Business
   a. Discussion was held regarding establishing a revised/more complete charge to the Outcome Assessment Committee. The current charge is “Coordinate learning outcomes assessment implementation across the university.” There is some difference of opinion regarding the charge or a revised charge.

      The key word in the charge is “coordinate.” Skaar reported we do not have university outcomes. Courses have outcomes within the departments.

      Should the Outcomes Assessment Committee actually evaluate the outcomes? Should the Outcomes Assessment Committee deal with continuous improvement issues? Should the AAC provide oversight to this process?

      Wallace and Skaar will study this issue regarding “the charge” and report back to the AAC.

   b. There was no further new business.

13. The next AAC meeting will be November 19, 2013 in Room 107 Lab of Mechanics.

14. The meeting was adjourned at 2:55 p.m.

Respectfully submitted,

Robert A. Martin