

COUNCIL ON ACADEMIC ASSESSMENT (CAA)

MINUTES, DECEMBER 14, 2010

UNH 306 9:00-10:30 AM

Members present: Richard Matyi, (Chair), Brea Barthel, Sue Faerman, Kristen Hessler, Bruce Szelest, Christine Wagner, Joel Bloom (Staff Support)

Members absent: Brian Gabriel, Theresa Gasper, Aaron Major, Toni Naccarato, Dana Peterson, Kevin Williams, Bin Yu

1. Meeting called to order.

2. The November 17, 2010 minutes were reviewed and approved with minor corrections.

3. Reports from the Chairs

• CAA Chair Report

- T. Naccarato has resigned from CAA but will continue to serve on the PRC. K Hessler. R. Matyi reiterated the need for new CAA members and will contact deans for suggestions. The history of ITLAL representation was mentioned; R. Matyi will check with B. Roberson. No news on GAC reviews of PRC/CAA program reviews. L. Kranich agreed that there is no need for a charter amendment and liked the idea of GAC representation on PRC as discussed in November.

• GEAC Chair Report

- The Gen Ed Task Force report is out. The substance of the report was discussed. Questions were raised as to how the process will affect the CAA/GEAC and whether the CAA should have some representation in the process. S. Faerman said that the main impact will be the need to develop new learning outcomes for the new categories. The question was raised as to the extent to which CAA/GEAC would still review oral and written competencies vs. review within the major. R. Matyi said he would still like GEAC to be part of the process.

• PRC Chair Report

- The PRC is set up for the Spring. Each PRC member will be primary reviewer for one program. That member will also write the first draft of the committee report. D. Peterson, while no longer serving on CAA, will serve as primary reviewer for one review. It was mentioned that B. Barthel was not currently assigned to a committee; she agreed to serve on PRC.

4. Director's Report

• PRC review schedule/ upcoming program reviews

- The Director of Assessment (DA) informed the Council that one additional departmental response from last year has come in. We await Provost approval for prospective reviewers for LACs and Women's Studies.

• GEAC review schedule/ upcoming Gen Ed reviews

- The DA has selected a sample of courses within Mathematics and Oral Discourse for the Spring Term and will contact instructors before the Winter Break.

• Update on the 2010-2011 CAA Handbook

- The DA distributed copies of the Handbook.

5. New business

• Update on potential Senate Charter amendments regarding Senate councils

- The proposal is that Senate Councils should have the rank of professor. It was raised that CPCA was not consulted. Another proposal would change the way chairs are elected to require Senate approval of all Council chairs.

- Vote on CAA charter modifications
 - o A CAA charter modification from 2009-2010 to update some of the language in the charter was re-approved unanimously.
- Discussion of CAA role in GOV Resolution on Faculty Evaluation of Administrators and Administrative Services and Functions
 - o R. Matyi informed GOV that if they do recommend this and the Senate approves it, that would create the need for a new committee under CAA. There was general agreement that this task does not fit the current role or mission of CAA or either of its committees. S. Faerman expressed the view that evaluating individuals would be an HR function, so language was added to make it clear that it is administrative units being evaluated, not individuals. B. Szelest stated that either way this is not academic assessment, so without a charter amendment, we couldn't do it. R. Matyi will send the message to Suzanna (sp?) on GOV that this is not a CAA role.

6. Old business

None

7. Meeting adjourned at 10:30 am.