

## **COUNCIL ON ACADEMIC ASSESSMENT (CAA)**

**MINUTES, SEPTEMBER 24, 2008**

UNH 105 10:00 – 11:30

Members present: Heidi Andrade, Henryk Baran, Kristina Bendikas, Irina Birman, Daryl Bullis, Sue Faerman, Bill Lanford, Bill Roberson, Joette Stefl-Mabry,

Members absent: Michael Christakis, Marjorie Pryse, Bruce Szelest, Alex Xue

The Council reviewed the minutes of May 19 and September 17. In response to a line in the May 19 minutes about when Schools/Colleges hold elections Faerman stated that Senate elections used to be completed by the beginning of May. When elections are held in the fall, the business of Councils is delayed and the formation of committees is held up. Baran agreed to take up the issue with the Senate Executive to see what pressure might be exerted so that Senators would be known in advance of the fall semester.

The Council then reviewed the current roster of members on the Program Review Committee and the General Education Assessment Committee. Each are short two teaching faculty to meet the minimum required. Baran stressed that having adequate representation from the College of Arts and Sciences, particularly on the GEAC, is important, since most of the General Education courses offered are through CAS. Faerman offered to assist the committee Chairs in finding additional faculty.

The Council then reviewed the proposed Program Review Schedule for 2009-2016. It accepted the schedule with several changes.

Roberson reintroduced his proposal for a third group, an assessment working group, consisting of Council members that would review the assessments of programs entering review in 2009-2010 to determine appropriate level of guidance needed for those programs nearing review. In addition to the three programs in CAS that will be reviewed, Stefl-Mabry suggested Information Studies. This small department, she said, would be a good candidate for building a model for subsequent departments. In addition, there is an opportunity to explore research projects which might support and enhance assessment activities on campus. The Chair asked for a motion to accept Roberson's proposal. It was seconded and passed. The Chair asked Roberson to take the lead in organizing the working group.

The Council then reviewed the March 18 report of the GEAC. Bendikas said that Recommendations #2 and #3 which pertained to exploring less paper reliant methods of collecting General Education materials and disseminating them to the GEAC are already being implemented. Andrade asked about the general sentiment about the process. Discussion followed to clarify the process as it now stands. Faerman stated that the rigidity and uniformity of the current process of approving General Education courses between institutions has, on at least one occasion, done more harm to students than good. The first recommendation of the committee was to hold roundtable discussions.

Bendikas stated that these were ongoing, hosted by the Associate Dean of General Education, with the inclusion of herself and Bill Roberson. Faerman said that in the past these had led to fruitful discussions about teaching General Education courses. In general, however, faculty view them as an additional burden in the assessment process. She asserted that despite the General Education Plan, there was room for this Council to make positive changes in the process.

The meeting adjourned at 11:30 a.m.

Minutes respectfully submitted by Kristina Bendikas