

COUNCIL ON ACADEMIC ASSESSMENT (CAA)

MINUTES, APRIL 3, 2008

UNH 105, 3:00 – 4:00

Members present: Henryk Baran, Bill Lanford, Anna Politano, Marjorie Pryse, Joette Stefl-Mabry, Bruce Szelest

Members absent: Irina Birman, Seth Chaiken, Stacey Chen, Michael Christakis, Peter Duchessi, Sue Faerman, Bill Roberson, Man Kit Tse, Rose-Marie Weber

Lanford called the meeting to order at 3:10pm.

The minutes of the meeting of March 6, 2008 were reviewed and approved.

At Lanford's request, Szelest distributed a roster, he created, of university-wide programs and courses that are not controlled by or originating from the traditional academic departments (e.g., not from Biology, or Chemistry, or English, or Political Science), but rather from under the auspices of administrative units like Undergraduate Studies. Szelest noted that this list should not be considered all inclusive, and there may be some things on it the CAA would not wish to review – as such, it is a beginning to start the conversation about how the Council wishes to handle such programs.

Lanford distributed his proposal for CAA assessment procedures for reviewing these university-wide programs, and Szelest distributed a version he drafted, based on what Lanford handed out at the March 6, 2008 meeting. Discussion ensued about the similar yet somewhat different approaches. Lanford and Szelest agreed to get together and work out a single proposal to bring back to a future Council meeting.

Project Renaissance: The Council discussed how to handle its review of the Project Renaissance review. Lanford noted that the Provost, discussed at a Senate Executive Committee meeting, her inclination to initiate and complete a comprehensive look at all first-year experience programs at UAlbany by December 2009. Given that Project Renaissance is also a first-year program, and this current review will inform that subsequent more comprehensive review, it would be good for the CAA to now conclude whatever it is going to do with the Project Renaissance self-study and review to inform the Provost's review.

Lanford called for proposals on how to proceed with evaluating the Project Renaissance review, as this program does not fall under the auspices of either the Program Review Committee nor the Gen Ed Assessment Committee. Szelest proposed that, given the CAA's current structure, both the Program Review Committee and the Gen Ed Committee take up the Project Renaissance review, separately, and then come together at a full CAA meeting to formulate one report. The motion was seconded and approved. Lanford added that the reviews should take into account the Senate generated

issues/questions, and the self-study outline. He also noted that he would send a note to the chairs of these committees (Duchessi and Chaiken) to ask them to undertake this activity.

Meeting adjourned at 4:00pm.

Minutes respectfully submitted by Bruce Szelest