

## COUNCIL ON ACADEMIC ASSESSMENT (CAA)

MINUTES, APRIL 14, 2010

UNH 306 10:00 – 11:30

Members present: Heidi Andrade (Chair), Zak Berkovich, Daryl Bullis, Sue Faerman, Brian Gabriel, Kristen Hessler, Richard Matyi, Dana Peterson, Marjorie Pryse, Bruce Szelest

Members absent: Henryk Baran, Brea Barthel, Jason Cotugno, Aaron Major

Guests: Ruth Scipione, ITLAL; Eric Lifshin (Senate Chair elect)

The minutes of March 25, 2010 were approved.

The Chair's update included a request for input on the Strategic Plan, developed on the themes of Undergraduate Education and Graduate Education. Council members are asked to read the plan and come to the next meeting ready to discuss assessment issues raised by them.

The Chair asked for updates from the GEAC Chair, Daryl Bullis. He reported on the most recent meeting of the committee, during which a draft General Education Assessment Plan was discussed. It was pointed out that SUNY's recent streamlining of assessment allows the campus to shift from a process driven by a mandate, to one that encompasses looking at assessment needs on a micro level. In response to a concern raised about how that perspective might include part-time faculty, it was reported that a proposal has been made as part of the Strategic Plan to address the role of part-time faculty in General Education instruction.

In light of the absence of Henryk Baran, the Chair asked Kristina Bendikas to update the Council on the PRC activities. She reported that the committee had met recently and reviewed the History program documents. At its next meeting, it anticipated being able to complete both the Computer Science and History reports.

The revision of the Assessment Coordinator position was discussed by the Council with minor edits suggested. The council agreed to ask the Chair to draft a memo to the Provost contextualizing the reason for this proposal and asking her to request that the Deans support the establishment of the Coordinator position within departments.

The Council reviewed the revisions to the Charter drafted last year and the response from the Senate Executive. A lively discussion ensued. Members agreed that the proposed changes should, once again, be sent to the Senate Executive.

### Action steps

1. Andrade will send Council members the link to the Strategic Plan.

2. Andrade will draft a memo on behalf of the Council to the Provost regarding the Assessment Coordinator position.
3. Bendikas will update the Charter and send to Andrade to bring to the Senate Executive.

The meeting adjourned at 11:30 a.m.  
Minutes respectfully submitted by Kristina Bendikas