

COUNCIL ON ACADEMIC ASSESSMENT (CAA)

MINUTES, FEBRUARY 4, 2009

UNH 107 10:00 – 12:00

Members present: Heidi Andrade, Henryk Baran, Kristina Bendikas, Zakhar Berkovich, Irina Birman, Michael Christakis, Daryl Bullis, Marjorie Pryse, Bill Roberson, Joette Stefl-Mabry, Alex Xue

Members absent: Sue Faerman, Bruce Szelest

The minutes of December 3 were reviewed and adopted.

The Council reviewed the report of the Program Review Committee on the Philosophy review. It pointed out some confusion in the report regarding direct and indirect assessment. It was decided by consensus to accept the report, but to add a recommendation that the department meet with the Director of Program Review and Assessment to be better prepared to complete the annual report of students learning outcomes in August 2009. The edit will be reviewed by Birman and Baran prior to being sent to the Chair and Dean.

Discussion continued about the shortage of members on the Council. One member pointed out that the shortage impacts the ability of the Council to represent faculty interests. Suggestions for recruitment were discussed. Also noted was the fact that members need to learn a significant amount about assessment to serve responsibly. A suggestion was made to enhance the orientation for Council members next fall.

The Council then reviewed the changes to the Senate charges it had made earlier. Several minor changes were made throughout for consistency. The changes were approved by consensus.

A spreadsheet showing the timeframe of program reviews was shared with the Council. The timeframe illustrated the initiative to begin the review process a semester earlier in order to allow programs to prepare more fully.

The proposed addition of an Action Plan to the end of the self-study was then presented for comment. It was noted that the Provost had approved the plan in principle, but that the details of the plan or of the annual review by the Deans and Provost had not yet been worked out or approved by her. The Council received an expanded draft of the one the Provost, Faerman and Pryse had already reviewed. The Council was asked for its input at this point. Members liked the plan in principle, but suggested that the language of the individual sections should be modified, even softened, prior to including it in the Practitioner's Guide. There was some concern also about the ability of the Provost and Deans to follow up with numerous programs each year. Since time was running short

and key members of the Council were unable to be present, it was agreed to table further discussion until the next meeting.

Action Steps

1. Bendikas will draft a recommendation to add to the Philosophy report and share with Birman and Baran for review prior to sending to Chair and Dean.
2. Bendikas will draft a bill for the Senate and send to Baran to take to the Senate Executive.

The meeting adjourned at 12 noon.

Minutes respectfully submitted by Kristina Bendikas