

COUNCIL ON ACADEMIC ASSESSMENT (CAA)

MINUTES, OCTOBER 15, 2008

UNH 105 10:00 – 12:00

Members present: Heidi Andrade, Kristina Bendikas, Zakhar Berkovich, Henryk Baran, Daryl Bullis, Sue Faerman, Marjorie Pryse, Bill Roberson, Joette Stefl-Mabry, Bruce Szelest, Alex Xue

Members absent: Irina Birman, Michael Christakis, Bill Lanford,

The Council welcomed Zakhar Berkovich, the graduate student representative.

The minutes of September 24 were reviewed and adopted.

The Council resumed its discussion of the three reports (March 18, April 15 and May 1) of the General Education Committee 2007-08, which it had begun during the previous meeting. Discussion ensued regarding the content of the reports and the process for reviewing them. Baran suggested that since the recommendations were summarized in the May report that the Council discuss those. Szelest noted that item 3 on the March 18 report pointed to a larger issue of usefulness of the current process. Bendikas requested clarification of the recommendation for a roundtable. Discussion ensued about the most appropriate process for a discussion about General Education assessment. Baran noted that the information sessions come after the semester begins, making it too late for faculty to change their approaches. Pryse suggested that the discussion occur prior to the bookstore deadline for faculty to submit their next semester textbook requests to help assessment align with course materials in addition to pedagogy. It was agreed that workshops for instructors teaching General Education courses a semester in advance would be helpful.

Motion: that there be conspicuous and well-supported opportunities for faculty on campus and teaching in the UHS program to reflect on the assessment process. The motion carried.

The Council turned to the review of School/College reports. Szelest summarized the current process. A matrix submitted by a specific program was reviewed by the Council as an example of a recently received report. Discussion ensued about how to review the matrices. Bendikas requested that the Council consider several questions or criteria in reviewing the reports, in order to facilitate recommendations to the process. It was agreed that Bendikas should select representative reports from different disciplines and schools/colleges that everyone on the Council would review for the following meeting.

Finally, the Council discussed the issue of how best to address the absence of reports from certain Schools/Colleges. It was suggested that a memo to the Provost be drafted, copied to the affected Deans, the UAC and GAC, stating that the absence of such reports disrupts the assessment process and raises serious concerns about how Schools/Colleges

are measuring the achievement levels of their students vis a vis their stated learning goals and objectives.

The meeting adjourned at 11:45 a.m.

Minutes respectfully submitted by Kristina Bendikas