Academic Affairs Continuous Improvement Committee

Tuesday, April 15, 2014

9:00-10:30 am

Broome Library 1756

Attendees: Geoff Buhl, Peter Smith, Debi Hoffmann, Scott Frisch, Virgil Adams, Jeanne Grier, Kathryn Leonard, Simone Aloisio, Sue Saunders

Agenda:

1. Updates

Writing Self Studies

* Performing Arts (Burriss)
* NRS (Jensen) will use report from recent accreditation review
* Library (Hoffmann)
* GE (GE Committee)

1. Input on Information Technology & Political Science Self Studies & External Reviews

* IT & PS -concern expressed over amount of volunteer overload mentioned in both self-studies.
* IT – group agreed with the recommendations moving forward
* IT - This is clearly a program that profoundly needs an investment in institutional resources in terms of faculty and equipment if it is to mature into a successful and high-quality program. ABET accreditation of the IT program is a good mid to long term goal for the program.
* PS – the issue came up to revisit CI not double counting GE Area D, and American Institutions, Currently the American Institutions US Government graduation requirement fulfilling courses at CI are not also GE courses. As a result the GE package + AIR is 54 units. Students would benefit from being able to fulfill their US government requirement in a GE course. Transfer students are able to, as are our nursing students. Native students should be able to as well.
* PS- The program, like all at CI, is to be commended for their work with their limited number of tenure/tenure track faculty. The California government requirement is clunky, and there needs to be a better way for students to fulfill this requirement than through a 1 unit stand-alone course. Suggest a Political Science specific quantitative methods research course.

The following general issues were discussed. Amy will talk to the Provost about:

* Need for a forum to discuss age old GE issues, example today was D, American Institutions and Title IV.
* How is faculty overload volunteer form triggered, collected, and preserved on campus.  Is volunteer faculty overload reported to the CO or factored into budgeting?  How many faculty are consistently or intermittently volunteering for overloads?  How many are teaching overloads but not filling out the form.  How many are teaching overloads as a result of working for Extended University.  This was brought up in both reviews.
* How will money for time to engage in systematic program review be built into the budget across disciplines.  Most work is done by chairs and only when a self-study is due.

1. Reminders

* Each program needs to send Barbara Cullin a quick summary of your assessment of institutional, program, and course learning outcomes during the 2013/2014 AY by May 1, 2014.
* History and Psychology will update their MOUs on file.

Assessment Training Funds

1. Are you interested in attending or presenting at any of the following to build campus assessment capacity? Let me know!

* Transforming STEM Education  
  November 6-8, 2014, in Atlanta, Georgia
* AAC&U Annual Meeting  
  January 21–24, 2015, in Washington, DC

Money is available for workshops and trainings for assessment as well as specific assessment projects. Contact Amy if you have a project in mind.

1. Discussion: What can I do to help improve this process?