FACULTY COUNCIL ON ACADEMIC AFFAIRS

February 15, 2007

Room SU-216
1:40 P.M.

AGENDA

1. Approval of Minutes of February 1, 2007

2. New General Education Course Process – Edmund Hansen
   Bonnie Chauncey

3. Report from the Chair

4. Report from the Curriculum Committee

5. Report from the Provost

6. New Business

7. Adjournment

Minutes of the Faculty Council on Academic Affairs
February 15, 2007

Present: Lawrence Berlin, Vicki Byard, Lidia Filus, Ana Gil-Garcia, Bradley Greenburg, Harry Hild, Emmanuel Nyadroh, Steve Riess, Allen Shub, Brett Stockdill, Joaquin Villegas

Absent: Barbara Bales, Effie Kritikos

Ex-Officio: Provost Lawrence Frank

Guests: Bonnie Chauncey, Edmund Hansen

Chair Hild called the meeting to order at 1:40 P.M.

1. Approval of Minutes of January 25, 2007

   The approval of minutes was tabled.

2. Report from the Chair

   Chair Hild asked FCAA members to print a copy of the minutes and the agenda of the previous meeting, and bring them to the meeting. At the present time we do not have the staff support of Denise Wilson.

   Hild provided the final list of members for the writing task force. They are

   Audrey Reynolds, Convener
   Hamid Akbari, Management and Marketing
   Katrina Bell-Jordan, Communications, Media & Theatre
   Vicki Byard, English
   Angeles Eames, Assessment and Institutional Studies
   Bradley Greenburg, English
   Kate Hahn, Center for Teaching and Learning
   Harry Hild, Communication, Media & Theatre
   John Kasmer, Biology
   Effie Kritikos, Special Education
   Christine Larsen, English Language Program
   Emmanuiel Nyadroh, Accounting, Business Law, Finance
   Steven Riess, History
   David Rutschman, College of Arts and Sciences
   Sudha Srinivas, Physics
   Joaquin Villegas, Teacher Education

3. New Business

   Bonnie Chauncey and Edmund Hansen presented to FCAA, for information purposes, the General Education Proposal Guidelines for new courses. Included in the guidelines are

   - Rationale for Learning Outcomes
   - A reasonable number of outcomes to address
   - Use of a rubric to connect outcomes with student assessment
   - One sample of assignment/artifact that measures the outcomes
   - A copy of the syllabus.

   Greenburg noted that the proposed guidelines are prescribing elements that need to be submitted with the proposal, such as a rubric for the assessment of student work. Each faculty member individualizes his or her own course. There is a need to simplify the process.

4. Adjournment

   The meeting adjourned at 2:55 P.M.

Respectfully submitted,

Effie Kritikos
Secretary