

**Academic Foundations Committee
Minutes**

September 25, 2007

Present:	Oliver Chen Lea Zoltowski	Mark Hardt Tasneem Khaleel – ex-officio
Absent:	Kathy Kelker Abbas Heiat – <i>excused</i> David Garloff – ex-officio Mary Susan Fishbaugh – ex-officio John Cech – ex-officio Stacy Klippenstein – ex-officio	Jane Howell Barb Pedula – <i>excused</i> Gary Young – ex-officio Karen Heikel – ex-officio George White – ex-officio
Presiding:	Mark Hardt, Chairperson	

Since there was not a quorum, Mark Hardt opened the meeting for discussion at 3:52 p.m. in the Bridger room.

The reminder to Academic Foundations instructors that they must assess this semester has not yet gone out.

Students have had significant problems getting into the portal. Dean Khaleel noted that faculty should contact IT whenever a student brings up a portal issue, because otherwise IT will not know there is a problem.

Dr. Hardt stated that he contacted Michael Barber, Director of IT, about re-sending the passwords for eCompanion to all the faculty. Dr. Barber responded that he could not re-send the passwords. For security reasons, each faculty member has to call eCollege to get their password.

It was cited that Barbara Wheeling, College of Business, has just returned from a workshop on assessment. She knows of a program that can be used to automatically pick up one answer from an exam for large classes. Perhaps she should be invited for the assessment retreat. It was noted that Dan Gretch, former faculty and committee member, could be invited for the retreat as well, since he is still in town often.

It was noted that the Committee should probably meet with Dr. Barber and also the CQI Committee before the retreat is held. We need their views on assessment.

Dean Khaleel noted that the Commissioner of Higher Education is organizing eleven groups to develop common outcomes for the different areas of general education across the University System. Four groups are currently working, and they include math, anatomy &

physiology, accounting, and English. They will be looking at the outcomes for those general education areas from all the units in an attempt to develop common outcomes.

Dean Khaleel noted that there is a conference on assessment based learning coming up in October. She would like to send two people, hopefully one from the AFC. It's a three-day workshop in Wisconsin. Please let her know if you are interested.

The meeting ended at 4:08 p.m.

Respectfully submitted, Rita J. Rabe Meduna.