

**ACADEMIC AFFAIRS LEADERSHIP TEAM**  
**THURSDAY, November 8, 2007**

I. CHECK – IN

a) Agenda

- Liberal Arts Outcomes Assessment Report
- NEASC Expectations 2010
- Sabbatical Survey – Linda Desjardins

II. ACTION ITEMS

a) Liberal Arts Outcomes Assessment Report (Ellen Wentland, Suzanne Van Wert)

Suzanne opened the discussion by asking what tools are available to assess the college competencies in degree programs. She presented a report that she worked on with Ellen Wentland. The report included a rubric that was used in the assessment of the Liberal Arts program. Suzanne developed the rubric for use in various classrooms on one assignment that the faculty in each classroom would be giving. The students were also given the rubric so that could know what to expect.

In addition to the faculty raters there were also blind raters of the assignment. The faculty raters and the blind raters agreed 80% of the time.

The report also broke out students by age, amount of credits, and gender. It was noticeable to the group that the males did significantly lower in some categories while the females did very well.

Lane asked if this rubric could be incorporated with the Writing Across the Curriculum project.

Ellen suggested having students be able to use the rubrics for their own benefit so that they may know what standards are expected of them. Angela also suggested using the rubric in the tutoring center.

**ACTION(S): Ellen G will convene a meeting Lane, Jackie, Ellen W and four program coordinators to discuss improving the efficiency of the programs outcomes assessment process. Meeting to be held in December.**

b) NEASC New Items 2010 Report

A new self study will be completed in 2010 for NEASC. Lane states that committees will be forming in late spring to start work on this project. This

prompted a discussion about Program Review and having a realistic schedule to meet since it is in the report guidelines.

Sequential progression of degree programs was also noted. Lane stated that the annual scheduling process will help to facilitate this.

c) Linda Desjardins Sabbatical Survey

Linda Desjardins is on sabbatical leave to work on Oral Communication Across the Curriculum. She has given Lane a survey that she would like faculty to complete and return to her. The group agreed to disburse the survey at their department meetings and return to Linda.

**ACTION(S): Sharon will email the survey to the Dean's to disburse at their next department meeting.**