CIE MEETING

MINUTES FOR 11/14/11

Present: Carla Paciotto, Rita Kaul, Samit Chakravorti, Emily Gorlewski, Michael Stryker, Kitty Karn

1. Announcements – We will have at our meeting on November 28 Martin Maskarinec from Faculty Senate; first he will tell us the story of FL/GI and how it developed and then we will have the opportunity to ask him questions. We can get a sense of what it is they were thinking about. On December 5 we will have Guada Cabedo-Timmons and Catherine Moore from the Foreign Languages department.
2. FLGI Assessment Sub Committee – Course Evaluation Tool – Samit was a part of this subcommittee. He discussed an instrument that they developed in the subcommittee to assess FL/GI objectives in a course. They looked at the three major goals and developed the instrument to target these. But then the subcommittee is also going to have to work out the rest of the details with regard to procedures for evaluating courses that have already been approved. Samit said they may do a pilot study in his international business courses and see if the instrument is measuring the goals and objectives. Subcommittee will also develop questions from the objectives instead of just the goals. Michael said that the subcommittee should be developing the procedure to vet the course again to look at whether they are meeting that which they said they would do. We discussed visiting classrooms and other measures that are not necessarily student reporting or student assessment. The charge of the subcommittee is to determine what is the procedure for re-approving the courses, and the instruments to use in this procedure, of which this student instrument may be one. Then what will the procedure be if a course does not measure up? The subcommittee will need to determine this as well.

Talking about the instrument, it will probably have to go to the faculty senate before it goes into the test phase.

We discussed the first four questions in the instrument and whether they measure the fulfillment of the objectives. They may be rephrased. Samit definitely thinks there should be more items on the instrument. The assessment could include questions on the materials used, methods, etc. Use different language, “unpacked,” instead of the exact same language in the goal. Also there should be multiple items for the same goals.

1. Policies and Procedures Document – Review of editorial changes and discussion of additions to the document to make it a practical document as much as a philosophical one – we will table this until our next meeting, but we will discuss it briefly now. One thing it needs to do is be a manual for a faculty member who is looking to get a course approved. Somehow it needs to basically say this is our committee; this is what we’ve been asked to do; if you’re a faculty member, this is what you do to get a course approved. Philosophical part should be one section, then the procedures/process part. There was a suggestion that we could have a website of our own, and it could be linked to the Faculty Senate website.
2. Planning for final meetings of the term on 11/28 and 12/5