

COLLEGE OF ARTS AND SCIENCES ASSEMBLY

Minutes

Meeting of 15 February 2005

Gold Room C, Oakland Center

Attendance

Present: *Wallis Andersen, Linda Benson, Curt Chipman, Jane Eberwein, Jeffrey Insko, Jennifer Law-Sullivan, Emmett Lombard, Don Matthews, Jude Nixon, Linda Schweitzer, Joe Shively, Richard Stamps*

Absent: *Keith Berven, Ferman Chavez, Arik Dvir, Mary Eberly, Dick Goody, Jerrold Grossman, Abdi Kuso, Lawrence Lilliston, George Martins, Carl Osthaus, Jo Reger, Mark Rigstad, Sam Rosenthal, Irwin Schochetman, Susan Wood*

Ex Officio Present: *Kathy Moore, Michelle Piskulich*

Guests present: John Klemanski

1. Call to Order

Associate Dean Piskulich convened the meeting at 3:35.

2. Approval of Minutes from the meeting of December 7, 2004.

***Moved to approve the minutes from December 16, 2004*** (Jane Eberwein; support, Jude Nixon).. Approved unanimously as presented.

3. First Reading of the Proposal for a Post-Master's Certificate Programs in Nonprofit Management and Leadership and Local Government Management (Department of Political Science)

***Moved to approve the proposal for Post-Master's Certificate Programs in Nonprofit Management and Leadership and Local Government Management*** (Richard Stamps; support, Jude Nixon). Approved unanimously (see below).

Program information: John Klemanski described the evolution of the M.P.A program and explained that after the most recent site visit for the department's self study, the faculty decided to build a high-quality post-master's certificate. Most potential students are in local government and nonprofits, so two certificates were designed. The courses are existing courses, repackaged into certificates; no new resources are needed, as there is space in the elective classes when offered for additional students. Part-time budgets might be a minor problem, as the courses would have to be offered somewhat more frequently. The core courses are taught by full-time faculty, and all electives taught by practitioners. Question: Is there a requirement for continuing education? Response: In some cases, but probably not every organization. Question: When are the classes offered? Response: Evening, and occasionally Sat morning. Question: Does the M.P.A. accrediting body look at certificate programs? Response: Not for certificates; the accrediting body has guidelines for core content areas.

OU governance for certificates: certificates are approved by the Assembly, graduate council, and the provost; they are sent to the Senate as information items. A certificate is not the same as a "concentration."

Comment: the certificates look like good community outreach, a friend-raiser for OU.

***Moved to waive the second reading*** (Rich Stamps; support, Curt Chipman). Approved unanimously.

#### 4. Informational Items:

General Education: Dean Downing and Associate Deans Piskulich and Moore have held various discussions with the chairs and Susan Awbrey articulating concerns about process, communication, and people's ability to have meaningful input on subcommittee decisions. Dean Downing and the associate deans will meet next week with Susan Awbrey, Madelyn Kissock (this term's General Education Committee chair), and Dagmar Cronn (the General Education Committee chair, who is on sabbatical) to improve communication and keep the implementation on track.

Assessment: All programs received letters from the Provost expressing his pleasure/lack thereof on the program's assessment status: the four levels of comment ranged from completely satisfactory to unacceptable. Some departments were surprised, as they thought they were doing all right and weren't. Associate Deans Piskulich and Moore have been analyzing the situation; their chart will be posted on the Web. The Assessment Committee made the recommendations to the Provost. Overall, the College did well: only a few programs had major problems. Assessment is being pushed outward, driven externally. The criteria used to evaluate programs' assessment status were:

- having an approved plan (approved by the Assessment Committee, not just the department)
- submitting reports when due
- responding to recommendations from the Assessment Committee
- documenting program improvement activities (resulting from assessment results; can be substantiated by departmental discussion of results, possibly program revisions; a curriculum committee report in departmental minutes would suffice)
- involving all faculty—not assigned to one person in department as service

Reminder: The College needs to get copies of reports to the Assessment Committee and of program reviews sent to UCUI. Some departments have sent copies to the College, other have not. For the College to help, the dean needs to be “in the loop.”

Comment: Where do external bodies such as North Central Association stand on resource allocations based on quality of assessment? If “making current programs better” were a focus for resources, faculty would support assessment more heartily.

#### 5. Good and Welfare

No items were offered.

6. The meeting was adjourned at 5:40.