

Governors State University

Committee on Continuous Quality Improvement and Accreditation (CQIA)

05/14/09

Present:

Xiaoyong Chen  Diane Dates Casey  Jean Johnson  Eric Martin  Sandra Mayfield

Kelly McCarthy  John Simon  Patricia Smith  Becky Wojcik

Item	Comments	Action/Follow Up
Minutes	Committee reviewed April 16 minutes-made changes. Will review changed minutes at next meeting on May 21.	
	After reviewing 4-16 minutes, J. Johnson suggested inviting Dean Sherilyn Poole after committee completes work on undergraduate learning outcomes and how they relate to technology/undergrad surveys. This will allow Dean Poole to have input regarding these surveys.	
	B. Wojcik re-ordered agenda items. Asked who attended all-university wide HLC meeting at 10:00 am. S. Mayfield, D. Dates Casey, J. Simon, and K.	GSU Self-Study: The Introduction and Chapter 1

<p>McCarthy attended. S. Mayfield stated room F1622 was full, representation from across the university community. J. Simon stated participants asked many questions. In particular, how well should faculty be prepared? It was stated in the meeting to give honest, straight forward answers to any questions the HLC team asks in November. D. Dates Casey noted individual unit meetings will be held beginning in September.</p> <p>B. Wojcik passed out a page from the GSU HLC Self-Study-Chapter 1 and asked committee to review. Need to remove b) <i>formed a subcommittee with PBAC's CQIA Committee to begin reviewing the University's mission statement;</i> Sentence is misleading. Also reviewed second bullet point on p.13. Also needs to be removed.</p> <p>J. Johnson discussed details of a Graduate Council quality issue: capstone requirements. Issues with students not finishing thesis, internships, practicums, etc. Grad Council proposing new grading policy: I (Incomplete) and E (Extended Incomplete) no longer an option in a capstone course. Proposed <b>CR: Continuing Registration</b> Minimum of 1 credit hr.: student is registered, faculty receive CUE's, student has use of the library, covers liability. Proposal/policy recommendation goes to EPC, Faculty Senate, then UPI. "Bucket" numbers: 899-Master's level, 999-Doctoral level; Program authorized.</p> <p>B. Wojcik asked if limit on this <b>CR</b>. J. Johnson stated student will develop work-plan that demonstrates progress. Need signed consent of student, faculty, and department chair. Incentive to finish, otherwise student will have to re-register for the course. This would replace Policy 26 (Grading) and be</p>	<p>are available on the web for public view</p> <p>B. Wojcik will send e-mail asking to remove sentence and second bullet point on p. 13.</p>
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	divided into undergraduate and graduate levels.	
	<p>J. Johnson demonstrated the undergraduate Psychology courses on the GSU Vault. (Go to Library website-Digital Library Center-GSU Vault) All these courses are up. J. Johnson explained about GSU Vault, it has modules for every academic college in the university: CAS, COE, CHHS, CBPA. There are 3 levels of access: open, faculty, and administrative. Click on syllabus collection – go to sample syllabus and/or syllabus template. The GSU HLC site team will be given the faculty access code. J. Johnson stated the decision was made to use undergraduate psychology courses for the following reasons: fully benchmarked, taught at two campuses, program has most adjuncts. COE is taking initiative, one example of quality control. B. Wojcik stated demonstrates transparency when a student can look at a syllabus before registering for a class. D. Dates Casey: good customer service for students to determine what course is about.</p>	
	<p>J. Johnson finished demonstration by showing 11 learning modules; some will have self-assessment pieces. These are “protected”, not on Internet, gain access through WebCt.</p>	

**Next CQIA meeting:** May 21, Conference room: G262

