PRAC draft minutes  
Meeting 2/16/2012  

Present: S. Clerc (chair), M. Davidson, C. Dellinger-Pate, M. Enjalran, P. Kahlbaugh, T. Lin, T. Radice, R. Zipoli  

Absent: M. Fede, C. O’Sullivan  
Meeting convened: 9:40 a.m.  

Following a review of the Anthropology Department’s self-study, the committee met with faculty members Dr. Kenneth McGill and Dr. Joseph Manzella to discuss recommended changes to the report. The majority of the recommendations concern reorganization of content and the inclusion of data the Department might already possess. 

The report revision should be sent to S. Clerc by February 28, 2012 for discussion at the March 1 PRAC meeting.  

PRAC suggests the following changes to the report:  

Standard 1. Remove the chart on p. 5. Move the history of the department to the executive summary.  

Standard 2. Retain the current faculty-centered department goals and repeat the student goals currently in Standard 3.  

Standard 3. Retain the current list of student goals and objectives but add material from standard 17 describing how the Department plans to assess whether the objectives have been met; what direct and indirect measures are planned to assess student learning outcomes? These measures might also include the portfolios and exams currently discussed in Standard 4. The chart on p. 12 could also go here.  

Standard 4: Discuss how you’ll use the data gathered in the plan described above. Will you meet to discuss it every month, how might you react to positive or negative results, etc.  

Standard 5a. Use examples from the included syllabi or other courses to illustrate the connection between course-level outcomes and class assignments.  

Standard 5b. Move the current contents to Standard 5a. In this standard, discuss how data gathered by the means described in Standard 3 might be used to change teaching—what’s the plan?  

Standard 6. Excellent chart! Is it possible to replace the one in the appendix with a clearer copy? Repeat whatever it was Joe said in the meeting and how the department determines student goals and conceptualizes courses.  

Standard 7. No recommendations.  

Standard 8. No recommendations.  

Standard 9. Include data from the Office of Management Information and Research regarding graduation rates, courses cancelled, enrollment, etc. Discuss any revelations.  

Standard 10. You guys are awesome! Including the number of students involved in these projects would make this section even better.
Standard 11. Seriously, you’re totally awesome! Adding more detail about awards, recognition outside of Southern, and so on would strengthen this section even more. Brag! Also, include advisers for the student honors theses and brief summaries of faculty research interests.

Standard 12. No recommendations.

Standard 13. Please provide more specifics about the issues listed. Summarize problems in Standard 16. Make the case for why these shortcomings negatively impact your students and department.

Standard 14a. Repeat some of the information from Standard 3 about what you plan to do to gather and use data.

Standard 14b. No recommendations.

Standard 14c. No recommendations.

Standard 15. Has your awesomeness been mentioned? Including an idea of how many faculty and students benefit from these activities would be great.

Standard 16. Everything mentioned as a problem or cause for celebration should be repeated here. It’s both a summary of what’s come before and the platform for the vision and action plan in Standard 17, and can be used to build the argument for why you need better facilities, more faculty, and so on.

Standard 17. Repeat, refer back to, or elaborate on the plan which you’ve moved to Standard 3 and discuss possible changes you’ve already considered: how they will, or might be, implemented. A timeline would be helpful, too. What resources do you need to implement the plan?

Meeting adjourned 11:10 a.m.

Respectfully submitted,

Susan Clerc