

**BBA Learning Assurance Committee
Minutes of September 18, 2007**

The minutes of the May 8, 2007 meeting of the BBA Learning Assurance Committee were approved as corrected (Law 3102 replaced Acc 3102).

The meeting began at 12 noon. In attendance on September 18, 2007 were Bob Blau, Jerry Bornstein, Raquel Benbunan-Fich, Mike Carew, John Choonoo, Mehmet Genc, Mikhail Gershovich, Gary Hentzi, Matthew Johnson, Karl Lang, Ed Rogoff, David Rosenberg, Steve Schnaars, Dennis Slavin, Vanessa Vacchiano, Susan Young, Judith Tse, and Phyllis Zadra.

Phyllis reported on the Summer Seminar that took place over four days in June 2007. She thanked the Committee for providing the impetus to request that the Dean fund initiatives to improve teaching/learning. Nine courses/faculty members were represented in the Seminar.

Acc 2101	Joseph Kerstein
Acc 3000	Donal Byard
BPL 5100	Al Booke
CIS 2200	Raquel Benbunan-Fich
Eco 1002	Michael Carew
Fin 3000	Sonali Hazarika
Law 1101	Valerie Watnick
Mgt 3121	Lou Stern
Mkt 3000	Nermin Eyuboglu

Funding for the project was provided from both the Provost's Office and Zicklin Dean's Office. The participants of the Seminar were required to read four books: *What The Best College Teachers Do* by Ken Bain; *Teaching with Your Mouth Shut* by Donald L. Finkel; *Learner-Centered Assessment on College Campuses Shifting the Focus from Teaching to Learning* by Mary E. Huba and Jann E. Freed; and *The Elements of Teaching Writing A Resource for Instructors in All Disciplines* by Katherine Gottschalk and Keith Hjortshoj. At the Seminar each participant redesigned a lesson that is part of her/his course in order to make it an interactive experience. There was candid feedback from the audience about how the lesson worked and what else might be considered to further improve it. Overall there was great enthusiasm by the participants. There were high marks for the assigned readings, excellent peer feedback and supportiveness of the group.

Both Raquel and Mike participated in the Seminar. Raquel stated that she found the Seminar inspiring and that it has peaked her interest in finding ways to use e-portfolios for her students. Mike indicated that the Seminar challenged him to think about teaching his large lectures in a more interactive manner. The Seminar did not provide all of the answers but it certainly stimulated discussion about what methods might be used.

Phyllis indicated that the participants are expected to make changes in their own classes and to work with faculty in their departments to make all of the sections more interactive. To assist in that discussion we are providing copies of the Ken Bain book to faculty members teaching these courses. In addition, any of the members of BBA Learning Assurance Committee are welcome to a copy of the book if they wish. The minutes and recommendations of the Summer Seminar were distributed to the Committee.

Phyllis reported that 5 classes distributed the civic awareness/ethical decision-making prompt in their summer courses (Law 3102 -2 sections; Mgt 3120, Eco 3220, Mkt 5750). We have collected more than 120 papers. The assignments were given as part of the courses and they were all take home assignments. We will be scoring these papers in the next month. Vanessa Vacchiano revised the civic awareness/ethical decision-making rubric based on a reading of some sample responses. It is planned to gather teams of 3 individuals to score each of these papers, as was the procedure for the other assessments.

The Committee continued its consideration of possible ways to assess technological skills. Raquel distributed a problem (case) that would require students to create a method for ranking students applying to a fictional *International Studies Institute*. After reading the case there was mixed reaction around the table. Some members felt that the type of problem would be interesting to students. It was not completely clear if this assignment would assess technological and quantitative skills. It was agreed that Raquel, Matt Johnson, and Bob Blau would rewrite or create a new case that would require both technological and quantitative skills. They agreed to present new case at the next meeting.

The meeting adjourned at 1:50PM. No date was set for the next meeting.