

Minutes—ISCAPC, 10/25/04

Present: M. Voigt (chair), J. Oakley, M. Theobald, L. Whittle, T. J. Cheng, L. Koloski, D. Dessler, B. Blouet, E. Pratt, and B. Campbell

The meeting commenced at 2:00pm. The selection of the director of the Montpellier program should be continuously tabled until Dean Strikwerda has met with the French Faculty and the ISCAPC Chair.

E. Pratt reported the deliberation of the Subcommittee on Assessment of Programs Abroad (members: Campbell, Dessler, and Pratt):

- Programs in the past have not been assessed. Student evaluations (SE's) were sporadic.
- SE need to be moved to an online process that insures regularity and anonymity. ISCAPC should oversee the evaluation process and revise SE form as needed.
- Two rounds of SE are proposed: one done abroad and one done after returning to W&M
- RD should know that SE are available and may affect the future selection of RD.
- SE may be incorporated into teaching and merit evaluation, and ISCAPC will determine who will have access to SE.
- Discussion over evaluation of study abroad programs resulted in the consensus that programs should be evaluated, but individual staff should not.
- On-site evaluation shall be financed by Reves and occur every six years with two programs evaluated per year. Problem-laden programs will be evaluated first.
- Study abroad evaluations should be connected to the SCA's review. D. Dessler will provide basic information on all study abroad programs.

The committee also discussed the timetable and preparation for evaluation. SE and program evaluations should start next semester, and Reves should inform ISCAPC of problem programs.

Two subcommittees were formed. The first (M. Theobald, J. Oakley, L. Koloski, B. Blouet) will examine SE forms (using RD department's evaluation form as a reference) and perhaps produce two forms—one for teaching, one for program. The second committee (E. Pratt, D. Dessler, B. Campbell) will examine the match between the study abroad programs and the academic mission of the College and the role of program assessment in SACS review.

D. Dessler reported on the Dean's Task Force (DTF), which was created to give advice on international studies. DTF is working on budgetary allocation and priority setting and also functions as an advisory council. D. Dessler will act as the link between ISCAPC and DTF.

E. Pratt briefed the committee on his site visit to Tsing-Hua. Program is well but needs an RD and improvement in some areas (residency, drill tutors, English courses, etc). Discussion to continue next meeting.

Respectfully submitted,
T. J. Cheng