

MINUTES
Graduate Studies Committee
October 19, 2009

Present: Dean Eldridge; Associate Deans Cavallo, Freedberg, Quian; Assessment Coordinator Galinski; Professors DelaCruz, DeSimone, Kelly.

- Prof. DeSimone called the meeting to order at 12 p.m.
- The committee approved the minutes from the meeting of October 7, 2009.
- Raymond Galinski, Lehman's assessment coordinator, discussed campus assessment expectations with the committee.
- The committee discussed what the role of the graduate studies committee was in monitoring assessment, as well as reviewing course and program goals and/or objectives, on graduate course proposals. The committee agreed on the following:
 - to review "learning objectives" and expect that objectives are measurable (only 3-5 learning objectives need to be listed on course proposals);
 - to accept broader categories of assessment strategies and not expect assessment strategies to be specifically tied to each learning objective, which is what the course syllabus should demonstrate; and
 - to make recommendations for slightly modifying the "course approval form."
- The next meeting is to be determined.
- The meeting adjourned at 12:45 p.m.

Respectfully submitted,



Janet R. DeSimone, Chair