

**University Assessment Committee Minutes**  
**Thursday, January 25, 2001, 2:00 P.M.**  
**Memorial Union, Badlands Room 365**

**Present:** Richard Chenoweth, Mary Kuzel, Allyn Kostecki, Joe Latimer, Jim Lindley, Ines Rothe, J. W. Schroeder, Richard Shaw, Brad Strand, Bob Harrold

**Unable to Attend:** Jeff Low, Bill Martin, Bill Slanger

**Minutes:** The minutes of December 13, 2000 were approved as distributed.

**Announcements:**

1. An assessment luncheon honoring Ag and Biosystems Engineering for their continued excellence in assessment will be held Feb 15, 2001.
2. Harrold announced a luncheon honoring Interior Designed would be held in March and noted this component of the report from ATID was exceptional.
3. Harrold noted that an Open Forum will be held in April focusing on "Assessment of Writing Skills and of Quantitative Reasoning".
4. Shaw's suggestion for a speaker was Edward M. White. He is a Senior Lecturer in English at the University of Arizona and an Emeritus Professor of English at California State University, San Bernardino, where he has served prolonged periods as English department chair and coordinator of the upper-division university writing program.

**Reports**

1. Chenoweth noted the Annual Report for the Bush Grant has been sent to the Bush Foundation. The Bush Report will be put on the Assessment Web site.
2. Harrold noted that the "Year Two Goals" were distributed electronically.
3. Harrold distributed a draft of proposed self-evaluation instruments for local levels of implementation.

**Unfinished Business**

1. Harrold called for reviewers of Assessment Reports. There are 14 reports to review at this time and 19 reports to be received. Some of these are due January 31, 2001 and some of them are overdue. Harrold will send out reminders to overdue departments in February. Chenoweth noted that if there is no response to Harrold's letter the VP will be informed of these past due reports.