

## University Assessment Committee Minutes

Friday, March 28, 2003

Memorial Union, Badlands Room (365)

Present: Bob Harrold, Terry Knoepfle, Allyn Kostecki, Mary Kuzel, Christy Oliver, Larry Peterson, Mark Schmidt.. Recorder: Christy Oliver

Not Able to Attend: Sherman Goplen, Bill Martin, Amy Richter, J. W. Schroeder, Richard Shaw, Bill Slanger.

The meeting was called to order at 11:05 a.m.

Minutes: There were no changes or corrections to the minutes. A motion to approve the minutes as distributed (Knoepfle/Kostecki) was unanimously approved

Agenda/Announcements: There were no additions or corrections to the proposed agenda. Allyn Kostecki reminded committee members of the diversity survey that can be addressed from the NDSU Home Page and encouraged that all members complete the survey.

### Reports:

General Education Committee: Larry Peterson indicated that the General Education Committee will ask departments for a review of general education requirements that are embedded into the major (communication, computer usage, ethics, and the capstone experience). Responses will be requested by the beginning of the Fall Semester.

Events Subcommittee: Allyn Kostecki indicated that 16 committee members and guests plan to attend the dinner to be hosted by Provost Schnell on Monday, April 7<sup>th</sup> (Radisson Hotel Willow Room at 6:30 p.m.).

Reviewing Subcommittee. Mark Schmidt reported that 12 people attended the HD&E assessment reviews (CDFS, HNES, and SOE) on March 13<sup>th</sup>. Positive feedback was obtained from all participants and another college-based assessment review (Science and Mathematics) will be planned as information becomes available.

### Unfinished Business:

Continued discussion of Susan Hatfield's report: Larry asked to whom a formal response might be directed. The consensus was that Provost Schnell was the appropriate person and a motion (Kostecki/Kuzel) to develop a subcommittee to draft a joint recommendation from the University Assessment Committee and the General Education Committee passed. Members of this writing committee are Larry Peterson (convener), Bill Martin, and Richard Shaw. Bob Harrold was asked to again bring the report to Provost Schnell's attention.

Graduate student involvement in assessment of student learning: Christy Oliver presented her suggestion that means be identified to facilitate opportunities for graduate students to become involved in assessment activities. This suggestion was well-received and extensive discussion followed. Topics discussed included suggestions on implementation, a potential assessment seminar for graduate students, whether current courses include aspects of institutional analysis, how to provide graduate students with appropriate “tools”, and interest by college administrators (example: Jim Venette).

Christy Oliver and Mark Schmidt volunteered to serve on a subcommittee to develop a pilot program with additional participants to be identified at a later date.

**New Business:**

Bob distributed a handout that focused on the Higher Learning Commission’s Criterion #3. The material in this handout will be discussed at a later meeting. A handout from Karen Schilling’s presentation on “Sustaining Assessment” from the recent meeting of the American Association of Colleges and Universities was distributed for the information of the members of this committee.

A motion to adjourn (Kostecki/Knoepfle) passed with unanimous consent and the meeting was adjourned at 11:50 a.m.

Respectfully submitted,  
Christy Oliver, Recorder