

University Assessment Committee Minutes  
Friday, April 25, 2003  
Memorial Union, Meinecke Board Room

**Present:** Sherman Goplen, Bob Harrold, Allyn Kostecki, Bill Martin, Christy Oliver, Larry Peterson, Amy Richter, J. W. Schroeder, Richard Shaw, Bill Slanger.  
Recorder: Kären Bjellum

**Not Able to Attend:** Terry Knoepfle, Mary Kuzel, Mark Schmidt

The meeting was called to order at 11:00 a.m.

**Minutes:** There were no changes or corrections to the minutes of the March 28, 2003 meeting. A motion to approve the minutes (Goplen/Richter) was passed.

**Agenda/Announcements:**

**Announcements:**

Bob Harrold discussed a handout from the NCA - HLC "Transition Workbook" (Appendices B & C). NCA -HLC will be moving from the old criteria to the new criteria and these statements on assessment of student learning and on general education will be useful reference materials for this Committee. The complete set of materials may be viewed at: <http://www.ncacihe.org/restructuring/03Workbook.pdf>.

Larry Peterson discussed his two handouts: "Assessment News" items from the February, 7, 1996 and April 24, 1996 issues of "It's Happening at State".

**Modification of the Agenda:** Discussion of the committee's recommendation to Provost Schnell.

By consensus, the members of the University Assessment Committee moved to set aside the proposed agenda (eliminate committee reports for this meeting) to enable extended discussion of a working document prepared by Bill Martin, Larry Peterson, and Richard Shaw. Bill Slanger facilitated discussion by making copies of the proposal for those attending this meeting.

**Unfinished Business**

A motion (Martin/Shaw) to open discussion of the University Assessment Committee's Recommendations to Provost Schnell was approved. Richard Shaw suggested closing the loop with faculty by following through with what the committee had started. Amy Richter pointed out that the departments are not responding. Replacing the assessment dinners and lunches with afternoon discussions of groups of assessment reports was endorsed by the Committee.

A motion (Martin/Richter) that the committee complete the recommendation to

Provost Schnell by May 9<sup>th</sup> was approved. Bill Martin suggested that each committee member review the draft and send the suggestions to him by Monday, May 5<sup>th</sup> via email. The document will be finalized on Friday, May 9<sup>th</sup> at a special meeting with interactive group editing to develop a final version.

### **New Business**

Larry Peterson commented on the NCA - HLC Annual meeting and stated that the most important aspects of the Self-Study will be to have the evidence to back up the report and to reinforce the objectives in the community.

A motion to adjourn (Goplen/Richter) was passed and the meeting was adjourned at 12:00 p.m.

Respectfully submitted,  
Kären Bjellum, Recorder