

University Assessment Committee Minutes
Tuesday, November 19, 2002
Memorial Union, Badlands Room (365)

Present: Sherman Goplen, Bob Harrold, Terry Knoepfle, Mary Kuzel, Larry Peterson, Amy Richter, Mark Schmidt, Richard Shaw, Bill Slanger.

Not Able to Attend: Richard Chenoweth, Allyn Kostecki, Bill Martin, J. W. Schroeder.

The meeting was called to order at 8:00 a.m.

1. Minutes

There were no changes or corrections to the minutes. Terry Knoepfle moved to accept the minutes as presented, Sherman Goplen seconded the motion. Motion passed.

2. Agenda/Announcements

Agenda: Two items for discussion were not included in the agenda, but were included in the handout materials. The Matrix of Teaching Goals Inventory and Classroom Assessment Techniques was not included in the New Business section of the Agenda. In addition, input on potential meeting times for Spring Semester were requested.

Announcements: There were no announcements.

3. Reports

a. General Education Committee. Larry Peterson reported that the General Education Committee has sub-divided into two areas to 1) evaluate Capstone models for assessment; and 2) review and evaluate a simulation model and to consider the results from pre-test (first-year students) and graduating seniors.

b. Events Subcommittee. Allyn Kostecki was unable to attend the meeting and there was no report from the Events Subcommittee.

c. Reviewing Committee. This committee did not meet on a formal basis.

Richard Shaw reported that his Research Assistant, Mary Pull, has created a chart showing outcomes of assignments in selected classes that might be used for General Education assessment.

4. Unfinished Business

a. Use of Group Decision Center (GDC) for Assessment Meetings. After discussion, it was determined that the GDC would not be a tool that would benefit the University Assessment

Committee. It was felt that the GDC would be useful if the Assessment Committee needed to brainstorm ideas, if contentious ideas were presented, or if members did not feel free to comment during meetings.

b. Completion of Bush Grant. The balance, after the Assessment Dinner bills and the charge for the Angelo and Cross books, came to approximately \$400.00. This amount should be sufficient to pay for the photocopy charges through November.

c. Susan Hatfield Report. The general consensus was to view the report as constructive. However, the members of the committee requested clarification of several generalized identifications of activities and groups. Bob Harrold will check with Susan Hatfield for additional information. After discussion, it was decided that the updated report should be posted to the Web for the university community's access.

d. There was no additional unfinished business.

6. New Business

a. Review of the Teaching Goals Matrix. This matrix was provided as a tool for the committee's use, rather than use as a guideline/tool for assessment reports.

b. Development of Assessment Guidelines for 2003-2004. Discussion of the current Assessment Guidelines and needed changes followed. One suggestion was to stress to departments that a separate report outside of their departmental accrediting report was not needed. A summarization of their accreditation report is sufficient for use in University Assessment. The Committee requested an example of a "good assessment report" be posted to the website. This may be helpful to departments when preparing individual reports.

c. There was no other new business.

Richard Shaw moved to adjourn and Mary Kuzel seconded the motion. The motion passed and the meeting was adjourned at 8:55 a.m.

Respectfully submitted,
Stephanie Wegner, Recorder