

University Assessment Committee Minutes

Friday, December 11, 2003
Memorial Union, Plains Room

Present: Joseph Brennan, Bob Groves, Bob Harrold, Terry Knoepfle, Allyn Kostecki, Christy Oliver, Larry Peterson, Mark Schmidt, David Scott, Bill Slanger. Recorder: Kären Bjellum

Unable to attend: Sherman Goplen, Amy Richter, and J.W. Schroeder

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

Minutes

Bob Harrold called for corrections and/or additions to the minutes of Thursday, November 20, 2003. A motion to accept the minutes as distributed (Kostecki/Brennan) was unanimously approved.

Agenda/Announcements

Bob Harrold called for any corrections and/or additions to the agenda for today's meeting. A motion to accept the agenda as presented (Kostecki/Brennan) was unanimously approved.

Bob Harrold stated that the assessment reports would be distributed for reviewing in January 2004. He anticipates the *Guide for Reviewers* will be available when the reports are sent out.

Committee Reports

Steering Subcommittee:

No report.

Reviewing Subcommittee:

The committee is currently making changes to their initial draft of the "Guide for Reviewers" document. They have recently added open-ended response questions. They hope to have it available by January when the assessment reports are distributed for reviewing.

Joe Brennan pointed out a grammatical error on page 1, line 36.

"The achievement levels of the department or program in this area is:"
Mark agreed, and chose to drop the "s" off levels.

The achievement level of the department or program in this area is:
Joe Brennan also inquired about page two, line 36.

Events Subcommittee

No report.

Update of the General Education Committee

Larry Peterson suggested that we include a new segment on the Assessment website of learning outcomes sorted by department. Ways to use existing assessment tools. Ask Sudhir Meta if they can link the General Education database to the Learning Outcomes”.

Discussion of how we can effectively get the department chairs and faculty involved in Assessment:

- Put “Assessment” on the agenda Provost & Chairs meetings
- Bob Harrold indicated that he is working with R.S. Krishnan on the Assessment process and the importance of the faculty “getting it”. How does Assessment of student learning affect/effect the University?

Bob Groves gave his insight as a faculty member.

- Faculty feel put upon
- They don’t understand what is expected of them

Unfinished Business

1. Faculty Development Grant:

- Harrold thanked the members who contributed to the Faculty Development grant: Schmidt, Goplen, Peterson, Harrold, Scott, Richter, Oliver
- Grant funding will cover printing costs, materials for The “Handbook on Assessment.”
- Workshops for department chair/heads
- Planning for department feedback mechanism

New Business

1. New Assessment Website

- Harrold thanked Bjellum for the hard work on the new website.

2. CHEA News Release “Accreditation Leaders Release First-Ever National Statement on Shared Responsibilities To Effectively Link Student Learning Outcomes to Quality Assurance”

The meeting adjourned at 11:45 a.m.

Recorder: Kären Bjellum