

University Assessment Committee Minutes

Thursday, November 20, 2003

Memorial Union, Plains Room

Present: Joseph Brennen, Sherman Goplen, Bob Harrold, Allyn Kostecki, Christy Oliver, Larry Peterson, Amy Richter, Mark Schmidt, David Scott, Bill Slanger.
Recorder: Kären Bjellum

Unable to attend: Bob Groves, Terry Knoepfle, J.W. Schroeder

The meeting was called to order at 11:04 a.m.

Minutes:

Bob Harrold called for corrections and/or additions to the minutes of Thursday, October 30, 2003. A motion to accept the minutes as distributed (Golpen/Schmidt) 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 (Goplen/Richter) was unanimously approved.

Bob Harrold indicated that reviewers are needed for the department assessment reports. There were no additional announcements.

Reports

Steering Subcommittee: No report.

Reviewing Subcommittee: Mark Schmidt explained the ***draft*** developed as a set of guidelines for reviews to use when reviewing departmental assessment reports.

He suggested that departments might identify three aspects that they want the University Assessment Committee to critique to optimize the value of the review for the contributing department.

A motion (Brennen/Goplen) was presented to return the draft to the subcommittee. Suggestions made during discussion included: re-writing the document, changing the title, sending it to the department chairs for comment and input, using open-ended questions, and including an introduction along with the "review/response" worksheet. The motion received unanimous approval.

Events Subcommittee

No report.

General Education Report

Bill Slanger distributed handouts: NDSU General Education Courses. He explained that slide four (previous handouts from the October 30th meeting) had been modified.

Bill also discussed new software for tracking student learning was on the market (eLumen Achievement) and indicated that it is being used at the North Dakota State College of Science.

New Business

- a) Amy Richter, Christy Oliver, and Bob Harrold discussed the possibility of the University Assessment Committee submitting a faculty development grant and distributed an early outline. The grant is due by December 8. It was agreed by the committee that several changes needed to be made before the grant would be complete. A meeting was scheduled for Monday, 3:00 p.m., November 24, 2003 in 306 Morrill Hall.

The meeting adjourned at 12:05 p.m.

Recorder: Kären Bjellum

Last meeting of the semester: Thursday, December 11, 2003 at 11:00 a.m. in the Plains Room of the Memorial Union.