

**University Assessment Committee**  
**Draft of Minutes for Wednesday, November 26, 2008**  
8:30 a.m. in the Room of Nations - Memorial Union

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The meeting was called to order at 8:35 a.m. with the following members in attendance: Bakr Aly Ahmed, John Bitzan, Clare Carlson, Doğan Çömez, Ed Deckard, Bob Harrold, Bunnie Johnson-Messelt, Debb Pankow, Larry Peterson,

There were no additions or corrections to the minutes from the meeting of November 5, 2008 (distributed electronically on November 19, 2008) and they were approved by consensus.

Bob Harrold served as recorder for this meeting. There were no additions or updates to the proposed agenda.

Announcements: Debb Pankow indicated that the Extension Wikki editing tool is available to other NDSU groups and that any documents placed there should have a name clearly identifying its association with NDSU to preclude others from inadvertently making changes to documents.

Larry Peterson provided an update from the General Education Committee.

Discussion of handouts provided for this meeting: There was extensive discussion of the materials provided by Bill Slanger containing the Collegiate Learning Assessment (CLA) results for NDSU. Our campus can take pride in the value-added exhibited by our students for the total CLA score and for Performance Tasks. However, there are significant opportunities to enhance the abilities of our seniors in Analytic Writing Tasks. The area of greatest opportunity was the ability of our seniors in the Critique-an-Argument aspect of the test.

Bob Harrold asked for additional scheduling information for next semester. The handout from the initial online seminar on “Getting Started with Student Learning Assessment” and presented by Linda Suskie received extensive discussion and the general impression was that NDSU is aligned with her approach to assessment. Appreciation was expressed to Lisa Nordick (Distance and Continuing Education) for sponsoring this seminar and the two that will follow.

Subcommittee reports:

The report from the members of the University-wide Assessment Plan Subcommittee (David Scott, Subcommittee Chair, Ken Magel, Bakr Aly Ahmed, Bunnie Johnson-Messelt, Debb Pankow, Doğan Çömez, Bob Harrold, others having an interest in the work of this subcommittee ) emphasized progress that had been made and the observation by Doğan Çömez that the description of the committee and its responsibilities in the University Senate Constitution and By-Laws should be modified.

Doğan Çömez suggested that this request be included in the report from the Committee to the Executive Committee of the University Senate that will

summarize activities for the current semester. Feedback will be needed from Bunnie Johnson-Messelt and Debb Pankow to assure that the Division of Student Affairs and the NDSU Extension Service, respectively, support the potential change in description of the responsibilities of the committee.

The report from the Communication and Training Subcommittee (John Bitzan, Ed Deckard, Larry Peterson, Bill Slanger, Bob Harrold, others having an interest in the work of this subcommittee) began with an overview from several members. Larry Peterson then asked how the subcommittee might best utilize the information from Linda Suskie? The consensus was that information from the two concluding online seminars would need to be evaluated before developing an approach. Ed Deckard has indicated a possibility that members of this committee might provide the framework for a Pedagogical Luncheon. However, a decision would need to be made in the near future to assist in scheduling. Larry Peterson suggested a theme of “What’s in it for me?” as a potential topic or theme.

#### Unfinished business:

A revision of the proposed e-mail to Chairs and Heads (Policy 332, Section 1) proposed by UAC members at the meetings of April 7 and October 8, 2008 (and tabled at the meeting of November 5, 2008) had not been completed. There was no discussion of this item.

Bunnie Johnson-Messelt and Debb Pankow have provided information for an updated list of resources and references and a revision is in progress.

No additional items of unfinished business were presented by members of the University Assessment Committee.

#### New Business:

A modification of committee responsibilities defined in the By-Laws of the University Senate had been discussed previously and was not repeated here.

No additional items of new business were presented by members of the University Assessment Committee and no items were presented for discussion.

A motion to adjourn (Doğan Çömez/John Bitzan) was presented at 9:07 a.m. and passed with unanimous support.

Next meeting of the University Assessment Committee:  
Spring Semester