

University Assessment Committee
Minutes for Friday, September 18, 2009

8:00 a.m. in the Room of Nations in the Memorial Union

Members in attendance: Bakr Aly Ahmed, John Bitzan, Clare Carlson, Ed Deckard, Brian Fier, Carolyn Grygiel, Bob Harrold, Abram Jackson, Bunnie Johnson-Messalt, Debb Pankow, Bill Slanger

The meeting was called to order at 8:00. New members were welcomed, and each member introduced themselves by giving their name, area of representation, and their favorite summer experience.

There were no additions and updates to the proposed agenda, and no announcements from members of the committee. The handouts provided for the meeting were discussed; the handouts included the composition and responsibilities of the Committee, the spring 2009 report to the University Senate, the progress on reviews for 2008-2009 and 2009-2010, evaluation matrix for assessment reports, and example assessment report for reviewer training, and the assessment guidelines sent to Chairs/Heads. Bunnie Johnson-Messalt provided an update on strategic planning and assessment in Student Affairs. Each Department in Student Affairs will develop an assessment plan and the plans will come to this committee. In addition, Bill Slanger provided handouts and discussed CLA in the Classroom, and encouraged attendance at CLA Academies.

Bob Harrold provided a summary of the University-wide Assessment Plan and Communication and Training subcommittees, and indicated that the membership of each subcommittee was open to changes as requested by the members. Members new to this committee were encouraged to participate in one of the subcommittees.

During the unfinished business portion of the meeting, the committee members expressed positive comments regarding the Example Assessment Report developed for reviewer training. Due to the difficulty in finding a suitable meeting time for this large committee, it was suggested that one of the next scheduled meetings should be used for a training session. The members of the committee did not present any other items of unfinished business that had carried over from spring semester.

A good discussion followed relative to the potential goals of the committee for the 2009-10 academic year, how the committee did the necessary work, and the importance of volunteering to review submitted assessment reports from the many departments. This discussion also included the current model of using individual reviewers versus using pairs of reviewers. Most members appeared to favor the current model due to the time required to review each report.

A motion to adjourn the meeting was presented and passed at approximately 8:55 a.m.

Next meeting: Friday, October 9, 2009, at 8:00 a.m. in the Mandan Room.

Recorder: Ed Deckard