

University Assessment Committee Minutes
Wednesday, December 1, 1999, 4:00 p.m.
Badlands Room, Memorial Union

Present: Richard Chenoweth, Allyn Kostecki, Joe Latimer, Jim Lindley, Jeff Low, Bill Martin, Tom Scherer, Richard Shaw, Brad Strand, Bob Harrold.

Unable to attend: Laura de Haan, Mary Kuzel

Minutes

1. There were no corrections to the minutes of the November 17, 1999, meeting.

Announcements:

1. Harrold announced that the Steering Committee met and discussed implementation of the grant from the Bush foundation.
2. A brief history of actions by other universities and IRB approval was discussed by Harrold. An application for exception will be filed with the NDSU IRB.

Reports: None

Unfinished Business

1. Kostecki announced that he has been working on new guidelines for Assessment in Student Affairs. He distributed Draft SA-2 to all members and a discussion on the guidelines followed.

New Business

1. A vote was taken and it was decided the UAC meetings for next semester will be scheduled for alternate Thursdays at 2:00 p.m. in the Memorial Union. January 20 will be the first meeting date. Bonnie Erickson will reserve meeting rooms in the Memorial Union.
2. Harrold introduced three opportunities for subcommittees:
 - **General Education Subcommittee:** Goals will consist of assisting Bill Martin and Richard Shaw in the development of effective assessment projects and communication of these objectives. Strand volunteered to work on the subcommittee. Harrold and Low have discussed that there should be a member from the Gen Ed Committee to work on the subcommittee. Low will identify the representative of the General Education Committee later.
 - **Assessment Speaker Series Subcommittee:** Need three or more UAC members to volunteer; Goals will be to assist in the selection of effective external speakers, making arrangements, and communication to the University of the availability of these resource individuals.