

University Assessment Committee Minutes  
Friday, February 21, 2003  
Memorial Union, Badlands Room (365)

**Present:** Robert Harrold, Terry Knoepfle, Allyn Kostecki, Mary Kuzel, Bill Martin, Christy Oliver, Amy Richter, Mark Schmidt, Richard Shaw, Bill Slanger. Recorder: Kären Bjellum

**Not Able to Attend:** Sherman Goplen, Larry Peterson, J. W. Schroeder

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

**Minutes:** There were no changes or corrections to the minutes. Terry Knoepfle moved to accept the minutes as presented, Rick Shaw seconded the motion. Motion passed.

**Agenda/Announcements:** There were no additions or corrections to the proposed agenda.

**Announcements:** Bob Harrold announced that Nancy Olson and Tom Bremer from the NDSU Self-Study Steering Committee would be attending the NCA-HLC Convention in Chicago. Also attending the convention: Bob Harrold, Mary McDonald, Deanna Sellnow, and Larry Peterson.

**Reports:**

- General Education Committee: Larry Peterson was unable to attend the meeting and no report is available. The Joint General Education – University Assessment Committee has not met since their previous meeting in December 2002.
- Events Subcommittee: Allyn Kostecki stated that they had not met because no events were planned.
- Reviewing Committee: Mark Schmidt reported that they had submitted a report to Virginia Clark Johnson on peer review of assessment reports for this activity was March 13, 2003. Chairs of the four departments will propose names of participants from each unit and it was anticipated that approximately 12 faculty would participate. Mark asked for volunteers from the University Assessment Committee to assist. Bill Martin will help with organization of this activity.

**Unfinished Business:**

- Procedures for reviewing departmental assessment reports were discussed. Bob was asked to develop teams of member relatively new to

the review process and an experienced reviewer to serve as a mentor. Teams will each receive one report as a common exercise and each reviewer will receive two additional reports.

### **New Business:**

- Bill Slanger distributed copies of a summary of the Noel-Levitz Student Satisfaction Survey from Fall 2001 and two supporting documents. Bill explained the Institutional Summary and how to interpret the results. Extensive discussion followed and several members expressed concern that NDSU needs to address the issues presented in this report.
- The "Policy Framework for the Proposed Criteria for Accreditation," (November 2002 NCA-HLC) was discussed and Bill Martin suggested that we use an electronic format for distribution of handouts.

There was no other new business.

Because of the extensive discussion of previous items on the agenda, there was inadequate time for a meaningful discussion of Susan Hatfield's report of her last consultation visit to NDSU. The members of the University Assessment Committee agreed to meet on Friday, March 7, 2003 with the main agenda item to be in-depth discussion of Dr. Hatfield's report. A decision on the meeting again on March 28<sup>th</sup> will be made at the next meeting.

Bill Martin moved to adjourn. The motion passed and the meeting was adjourned at 12:00 p.m.

Respectfully submitted,  
Kären Bjellum, Recorder