

---

University Assessment Committee Minutes  
Monday, February 27, 2006  
University Chamber; Memorial Union

**Present:** Val Anderson, Gene Berry, Ross Collins, Russ Danielson, Bob Harrold, Bonnie Klamm, Allyn Kostecki, Harriett Light, Mark Schmidt, J.W. Schroeder, David Scott, and Bill Slanger. Recorder: Kären M. Bjellum

**Unable to Attend:** Joe Brennan, Justin Miedema, and Joshua Walter.

The meeting was called to order at 4:00 p.m.

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

**Minutes:** A **MOTION** (Danielson/Light) was made to accept the minutes from the January 30, 2006. **MOTION PASSED.**

**General Education Activities:** The members continue to share responsibilities as convener on a rotating basis. The Vertical Writing Project is a major activity. The UNIV 189 survey for students is in progress.

**Revising of the Assessment Guidelines**

Schmidt will chair the subcommittee; Anderson, Klamm, and Light will help. They agreed to begin revising the guidelines for the 2006 – 2007 academic year, and hope to have it ready to be reviewed by the entire committee at the April 17, 2006 meeting.

**Updating NDSU Assessment Plan**

Discussion took place about the necessity of the revising and updating the 1995 Assessment Plan. Suggestions: shorten the report, be consistent with requests, take out old information, use the self-study report as a guide, be more clear about summarizing "What did you do, what did you learn, and what could you do differently". Revision should start immediately after the HLC report is received.

**Unfinished Business:**

**HLC Visit**

NDSU must submit a Progress Report on distance and Continuing Education in three years. There was discussion that NDSU might be leaning toward the AQIP (Academic Quality Improvement Plan) which takes place annually versus the PEAQ (Program to Evaluate and Advance Quality).

**New Business:**

A **MOTION** (Scott/Anderson) was made to include the Distance Education department in the University Assessment Committee, as an AD HOCK member. **MOTION PASSED.**

Berry indicated that he needed a proposal before Thursday, to be submitted before the Senate Executive Committee.

The committee agreed by consensus to adjourn at 4:50 p.m.

Recorder, Kären Bjellum