

University Assessment Committee
Minutes for Monday, October 15, 2007

11 .m. in the Room of Nations (Union Studio) of the Memorial Union

Members in attendance: Val Anderson, Bakr Aly Ahmed, Pam Hansen, Andrea Hanson, Bob Harrold, Allyn Kostecki, Harriett Light, Ken Magel, Chris McEwen, Larry Peterson, David Scott, Donna Terbizan.

- 1) A motion (Light, Magel) to approve the minutes from the meeting of October 1, 2007. (Distributed electronically on September 10, 2007 and also included in current meeting handouts.) passed with a unanimous vote.

Val Anderson volunteered to serve as recorder for this meeting.

- 2) Additions to the proposed agenda and announcements:
 - a. No additions to the agenda
 - b. Meeting handouts included:
 - Prior meeting minutes and current meeting agenda;
 - Progress on Reviews of Assessment Reports for 2007-2008;
 - Record of Assessment Reports Received by the UAC
 - c. Bill Slanger was not present for a report on the Collegiate Learning Assessment.
 - d. Larry Peterson had no report from the General Ed Committee
 - e. No additional items presented by the University Assessment Committee.
- 3) Subcommittee activities:
 - a. Education and Training Subcommittee. (Pam Hansen, Charles Okigbo, Bill Slanger, Bob Harrold). Pam Hansen presented a short update on the Education and Training Subcommittee meeting that took place on Monday, October 8th. Pam noted that before they begin a training plan the committee wants to answer the question “What do people want to know”. To answer the question the committee will conduct a survey using Survey Monkey. Pam Hansen has access to Survey Monkey so the cost will be minimal. Larry Peterson made supportive comments and reinforced keeping the survey simple. Ken Magel suggested using 5 to 10 statements on a likert scale using agree and disagree.
 - b. University-wide Assessment Plan Subcommittee (David Scott, Val Anderson, Andrea Hanson, Bonnie Klamm, Ken Magel, Bob Harrold). David Scott presented a short update on the committee meeting that took place on October 15, at 10:00 am. The committee had good discussion on whether or not the plan should be updated and what needs to be updated. The committee agreed that the 28 page plan could be condensed (5 pages was suggested). The focus for the next meeting will be a draft of the first page identifying what the committee does, Bob Harrold will look at assessment plans from other colleges, and Ken Magel will look at trends.

The next meeting is scheduled for November 7, 2007 at 11:00 am.

- 4) Unfinished business:
 - a. Proposed meeting with faculty in Communication (Charles Okigbo).
 - b. Proposal to add a second evaluation to assessment reports (Bonnie Klamm).

- 5) New Business:
 - a. No new business

- 6) A motion to adjourn the meeting (Scott, Magel) was passed. The meeting was adjourned at 11:20.

Val Anderson, substitute Recorder 10/15/2007