

University Assessment Committee

Minutes Monday, April 7, 2008

Meeting held at 2 p.m. in the Mandan Room of the Memorial Union

Members present: Bakr Aly Ahmed, Pam Hansen, Bob Harrold, Abram Jackson, Bonnie Klamm, Harriett Light, Larry Peterson, J. W. Schroeder, David Scott, Bill Slanger.

1) Minutes from the meeting of March 10, 2008. (Distributed electronically on March 17, 2008.) Approved as distributed.

2) Additions to the proposed agenda and announcements:

A) Request for additions and updates to the proposed agenda.

None.

B) Overview of handouts for this meeting. Discussion as New Business

C) General Education Committee update (Larry Peterson).

None.

D) Items presented by members of the University Assessment Committee.

None

3) Subcommittee activities: (Subcommittee breakout discussions)

A) Education and Training Subcommittee. (Pam Hansen, Charles Okigbo, Bill Slanger, Bob Harrold).

No update at this time. It was noted that Pam Hansen is retiring from the committee; a new chair person for subcommittee will need to be determined next year.

B) University-wide Assessment Plan Subcommittee (David Scott, Bonnie Klamm, Ken Magel, Bob Harrold).

David Scott reported on the subcommittee's March 12 meeting and noted that progress is slow but steady. Subcommittee meets again on Wednesday, April 9, at 9:00 a.m.

C) Items presented by members of the University Assessment Committee.
None.

4) Unfinished business:

A) Consideration of items distributed to departments and programs.

No modifications or additions to the annual materials distributed to academic units in August.

The introductory toolkit for assessment in Student Affairs is in the process of being copied and then distributed.

No other discussion on items distributed. Chair/Department head material will be sent out in August with editorial changes only.

B) Consideration of NDSU Policy 332, Section 1.

“During each academic year, the instructor will assess instruction in at least one class by soliciting information from students, peers, or both, for the purpose of improving instruction. Assistance in selecting appropriate assessment techniques is available from the university Senate Assessment Committee.”

Committee discussed above policy and UAC’s responsibility.

L. Peterson suggested that UAC has a responsibility to offer assistance and that it would be helpful if at the beginning of each semester B. Harrold sent an email to department heads/chairs that the policy exists and that UAC is available to assist.

D. Scott suggested including a question in the assessment evaluation and review form. L. Peterson followed up with stating that a “Yes or No” could be inserted on levels of implementation form.

Action about adding to form was deferred to next year. B. Harrold will send email out re: policy.

C) Items presented by members of the University Assessment Committee.
None.

5) New Business:

A) Members completing their term are P. Hansen, J.W. Schroeder, Harriet Light, Bonnie Klamm and Russ Danielson.

B) Election of a Chair for the 2008 - 2009 academic year.

L. Peterson nominated B. Harrold. B. Klamm seconded the motion. D. Scott moved to close the nomination. Election held. Unanimous vote for B. Harrold as chair.

C) Items presented by members of the University Assessment Committee.
None.

6) Other items as presented by members of the University Assessment Committee.

B. Slanger discussed copy of email from Charles Okigbo regarding B. Slanger’s visit with communication faculty and graduate students to discuss, in part, the communication results of CLA and SROL.

The most important feedback relate to how to increase the level of instruction.

According to the results, students feel that knowledge from faculty is not reaching students. Students report that the best way to learn is through good assignments, i.e., efficient and effective assignments.

L. Peterson suggested that pre-fall fall workshops or pedagogical luncheons should include sessions on creating assignments that are effective in facilitating student learning.

B. Slanger shared (from the SROL report) that students reported spending, on average, about 3.7 hours per week on assignments (1707 students) They also reported spending an average of 3.6 hours “on their own”.

MEETING ADJOURNED at 2:40 p.m.

Recorder, Bonnie K. Klammer (submitted 4/7/08)