

University Assessment Committee
Minutes for the Meeting of Wednesday, October 8, 2008

The meeting was called to order at 8:30 a.m. in the Room of Nations of the Memorial Union with the following members in attendance: Bakr Aly Ahmed, John Bitzan, Clare Carlson, Dogan Çömez, Carolyn Grygiel, Bob Harrold, Abram Jackson, Debb Pankow, Larry Peterson, David Scott, and Bill Slanger.

No additions, corrections, or updates were presented to the minutes from the meeting of September 10, 2008. The minutes were approved as distributed.

There were no additions or updates to the proposed agenda, which became approved as distributed.

Announcements: Bill Slanger described NDSU's participation in the National Survey of Student Engagement (NSSE) during the spring semester by a potential 3200 students. The Office of Institutional Research and Analysis is supporting additional questions from the Center for the Study of Writing that will be available to students who complete the NSSE instrument on-line. He noted that NDSU's previous response rates for NSSE have been 35% compared to the national average of 24%.

Bob Harrold asked for volunteers to review assessment reports that were received on October 1. David Scott volunteered to review the report from the Department of Accounting and Information Systems. The report from the Department of Apparel, Design, and Hospitality Management remained available for review.

Larry Peterson volunteered to assist with the minutes for this meeting.

The handout on progress of reviews for the 2008 – 2009 academic year was discussed. Charles Okigbo will be on leave from the university and a new member will need to be identified for the College of Arts, Humanities, and Social Sciences. No additional announcements were presented by members of the committee.

Current Subcommittees: Structure and adding new members: Dogan Çömez asked that the functions of the two subcommittees be addressed for the benefit of members who have recently joined the committee. After brief descriptions were presented, several representatives either reaffirmed their membership in individual subcommittees or volunteered to serve as part of one or more subcommittees. While some members were unable to participate in this meeting and could not indicate preferences, subcommittee membership was currently identified as:

University-wide Assessment Plan Subcommittee: Bakr Aly Ahmed, Dogan Çömez, Bob Harrold, Bunnie Johnson-Messelt, Debb Pankow, and Dave Scott. Dave Scott volunteered to continue to serve as chair of this subcommittee.

Communication and Training Subcommittee: John Bitzan, Ed Deckard, Bob Harrold, Larry Peterson, Bill Slanger. This subcommittee will select a chair and a meeting time at a later date.

Unfinished business: Bob Harrold asked the committee if the concept of an e-mail message to be sent to Chairs and Heads to demonstrate committee support for Policy 332, Section 1 reflected the philosophy of the current membership. This action had been proposed UAC members at the meeting of April 7, 2008 and many members of the current committee are in their first year of service. After discussion, the membership endorsed preparation of a draft message. Bob Harrold will develop a draft to be distributed to the members of the committee for editing. Electronic sharing of comments was encouraged with a goal of having a product available for discussion at the next meeting on November 5, 2008.

Dave Scott asked members of the University-wide Assessment Plan Subcommittee for input on potential meeting dates. This subcommittee will meet either on Wednesday, October 22, 2008, or on Wednesday, October 29, 2008 at 8:30. A confirmed date and meeting location will be identified after additional input has been obtained.

New Business: No items of new business were presented at this meeting.

No additional items of business were presented and a motion to adjourn (Dave Scott/Abram Jackson) was presented at approximately 9:05 a.m. The motion was passed without objection.

Next meeting: Wednesday, November 5, 2008 at 8:30 a.m. in the Room of Nations.

Recorders for this meeting: Bob Harrold and Larry Peterson.