

University Assessment Committee Minutes
Monday, October 17, 2005
University Chamber; Memorial Union

Present: Joseph Brennan, Ross Collins, Bob Harrold, Bonnie Klamm, Harriett Light, Christy Oliver, Mark Schmidt, J.W. Schroeder, David Scott, Joshua Walter. Guest: Val Anderson Recorder: Kären M. Bjellum

Unable to Attend: Gene Berry, Russ Danielson, Allyn Kostecki, and Bill Slanger.

The meeting was called to order at 2:00 p.m.

Introductions: The committee members introduced themselves for the benefit of the new member.

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

Minutes: A **MOTION** (Brennan/Scott) was made to approve the minutes from the September 19, 2005 meeting. **MOTION CARRIED.**

Reports: There were no reports.

Update on activities of the General Education Committee

There is only one full professor on the committee and that individual is new to the committee. A chair has not been identified from within the current membership. Current activities of the committee focus on 5 year reviews and the Vertical Writing proposal.

Unfinished Business:

Assessment of Distance Education Courses

Lisa Nordick, Director of Distance and Continuing Education, and David Wittrock, Dean of the School of Graduate and Interdisciplinary Studies; have agreed to meet with the assessment committee at either the November or December meeting. At the request of this committee, Nordick and Wittrock will be invited to the November 21st meeting.

New Business:

“Student Learning, Assessment and Accreditation” – HLC paper.

The committee discussed the importance of sharing this information with college deans, and department chairs/directors/heads. A **MOTION** (Brennan/Schmidt) was made to send copies of this document, along with a cover letter to all academic deans, chairs, department heads, and directors. **MOTION CARRIED.** Harrold offered to initiate a draft of the letter and send it out via email to the committee members.

Reaccreditation Visit – February 13-15, 2005

Harrold will be sending (campus mail) the previous Assessment Plan to all committee members.

Harrold recapped the 45 minute phone conversation with Dr. John Campbell, the team leader of the visiting consultant evaluators.

Dr. Campbell has requested that the Deans have available: personnel records, records of student complaints, minutes of faculty meetings, etc.

The evaluators will want to meet with the University Senate, Student Senate, and Staff Senate, General Education Committee, the University Assessment Committee, and other individuals and groups.

Assessment and Student Learning Outcomes

Klamm requested information and advice about the process of Assessing Student Learning. Discussion took place whether or not all outcomes must be measured. The members of the committee reaffirmed their continuing policy that an effective assessment plan would call for evaluation of student learning over a realistic period of time and that not all outcomes identified by a program or by a professional accrediting agency need be assessed in each course each year.

A **MOTION** (Brennan/Harrold) was made to adjourn at 1:50.

Respectfully submitted, Karen Bjellum, recorder.