

University Assessment Committee
September 18, 2008
Student Affairs Conference Room
12 p.m.

Attendees: Byron Brown, Ray Elson, John Grotgen, Stanley Jones, Jane Kinney, Julie Lee, Peggy Moch, Fatih Oguz, Betty Paulk, Julie Reffel, Deborah Robson, Rich Vodde

Absent: Linda Gooden, Antolina Pilgrim, Nancy Redfern-Vance, John Trombetta

1. Julie Lee welcomed new member Stanley Jones as the Acting Registrar, replacing Chuck Hudson. John Trombetta, replacing Bonnie Martin as representative for University Advancement, will be starting next month.
2. Committee members reviewed the minutes from August 21, then moved to approve. The motion passed unanimously.
3. Julie Lee noted that the assessment report forms and memo had been sent out. She had approved a delayed due date (from October 15th to October 30th) since the forms and memo did not get sent out until mid-September. The committee had no objections and reported that the extension of the deadline was welcomed by several department heads.
4. The committee discussed ways to use and evaluate the completed assessment reports. The committee determined that before making key decisions, it would be best to examine the completed reports. The committee intends to use the reports to look for qualitative patterns in data. The committee will ask the Office of Strategic Research and Analysis for help with analyzing and organizing the data into comprehensible forms.
The committee noted that a means to look at the impact on students after they graduate would be helpful. It was reported that the SRA is currently revising the exit questionnaire, but it was agreed that better means of assessing our graduates would be helpful.
It was also suggested that a survey could be created and sent to those who completed the assessment reports, asking them with what aspects of assessment they would most like assistance.
5. The UAC members were tasked with reviewing the committee charges, looking at the annual reports issued by assessment committees at other institutions to see what their roles are, and bringing proposals for the role of the UAC to the next meeting.
6. The meeting was adjourned at 1 p.m.