

University Assessment Committee
April 2, 2003
Fetzer Boardroom

Members present: Dr. Noni Threinen (**Chair**), Dr. Jim Amundson, Mr. Bill Haugen, Ms. Jane Richardson, Dr. Rob Scott, Ms. Lisa Simensen, Dr. Chuck Sawyer, Mr. Mike Skoglund, Ms. Emily Tweed

Absent: Dr. Dale Healey, Cody Hoefert, Dr. Lynne Hvidsten, Dr. Anita Manne, Dr. Jane Wittich

Review Minutes:

Minutes from the March 5, 2003 and March 19, 2003 meetings were presented and reviewed.

Motion *Scott, Richardson* to approve the March 5, 2003 minutes as presented.

Motion *Scott, Richardson* to approve the March 19, 2003 minutes with minor changes.

Reports from programs:

Dr. Threinen reported that MCAOM data from the survey on communication skills was forwarded to Dr. Jim Hulbert and she hasn't seen the Excel graph summarizing the information yet.

Dr. Threinen also reported that Mary Huba has agreed to meet for some consultations with individuals at the University on May 19 or 20th. She requested that members of the Committee consult their calendars for May 20th. Mary Huba will review our progress within the last year to assess our on-going progress and timing of assessment activities. This should help with the May 31st monitoring report.

Dr. Threinen also elaborated on having another consultant, David Shupe demonstrate a software program that he developed for the assessment review process. He will be demonstrating the software at a meeting with Dr. Sawyer, the academic Dean's, Dr. Threinen and Dr. Udo for sometime next week.

Review of assessment timeline:

Dr. Threinen

Dr. Scott noted that Dr. Manne, the Curriculum Coordinator had missed the established deadline toward establishing specific criteria for assessing student competencies. It was

felt this Committee should provide some additional direction for the focus and scope of assessing competencies.

Minutes written by: Diane Newcomer

Approved by: _____
Noni Threinen, D.C., Chair
Assessment Team

Cc: Dr. Chuck Sawyer,
Senior Vice President