

University Assessment Committee
February 5, 2003
Fetzer Boardroom

Members present: Dr. Noni Threinen (**Chair**), Dr. Jim Amundson, Dr. Dale Healey, Mr. Bill Haugen, Mr. Cody Hoefert, Dr. Anita Manne, Dr. Lynne Hvidsten, Ms. Jane Richardson, Dr. Rob Scott, Ms. Lisa Simensen, Dr. Chuck Sawyer, Mr. Mike Skoglund, Ms. Emily Tweed, Dr. Jane Wittich

Review Minutes:

Minutes from the January 22, 2003 meeting were presented and reviewed.

Motion *Healey, Hvidsten* to approve the minutes as presented.

Welcome New Members:

Dr. Threinen welcomed Cody Hoefert, Student Senate President, and Bill Haugen, a student representative from MCAOM, as new members of the Assessment Committee. Either one or both of these individuals will attend meetings as their academic schedules allow.

Results of Curriculum Mapping:

Dr. Threinen stated she would like this committee to remain focused as we proceed with the assessment review process. There is progress toward development of linking Assessment Committee information to the University website homepage.

Dr. Threinen presented and reviewed a rudimentary version of the SPSS chart of information that has been developed so far. She also met with John Healy last week regarding the goal of raising the awareness level on campus regarding the assessment review process and what it entails.

Progress of MCAOM:

Lisa Simensen reported there are ongoing Chinese/English language issues that MCAOM is working on.

Purpose and goals for the University Assessment Committee –

Share ideas/brainstorm:

Dr. Threinen posed the question of why members thought they were part of the Assessment Committee? Following are some of the ideas that members suggested:

- Resource for faculty, curriculum review
- Improve student learning
- Oversight and support
- Establish institution-wide learning outcomes and measures
- Gathering & discussing information
- Development and implementation of ongoing assessment

Dr. Wittich inquired how the Assessment Committee will process information that is received from Curriculum Committees? Discussion ensued. Dr. Threinen commented that we're assessing student learning and how well we're providing the tools for student learning. It was felt the Assessment Committee could be considered the "clearinghouse" for feedback regarding the assessment review process, and be the liaison to the campus community. It was noted that Curriculum Committees will ultimately decide how to adapt information regarding suggestions for the curriculum.

Several members of the Committee elaborated on definitions they found on other college websites regarding the definitions for assessment of student learning.

Dr. Wittich suggested it might be helpful to develop some "across the board" assessment tools to assist curriculum committees. It was also noted that assessment review will be an ongoing process.

Dr. Threinen presented and reviewed goals that have been developed regarding the Assessment Committee. She inquired whether members of the committee felt anything should be added/changed. Discussion ensued. After discussion, following are additional goals that members would like added to the list.

1. Over-arching educational issues.
2. Process assurance to determine cycles & timelines for the assessment process
3. Assure these are being met
4. Fostering and enhancing the assessment review process.

Action: Dr. Threinen will summarize the additional suggested goals, and will forward the list to members of the committee by next week.

Next steps in the assessment process:

Drs. Sawyer, Hvidsten and Threinen met yesterday regarding the Development Assessment (DA) process and how it could be integrated into the assessment review process. They are working on a rubric for specific clinic performance assessment skills as it relates to effective communication skills. It was suggested that perhaps we could share this information with Mark McKenzie & Dr. Healey for their respective programs. Supervisors will assess the communication aspect. Dr. Threinen stated the goal is to pilot part of the new effective communication outcome in the DA exam process yet this term.

Minutes written by: Diane Newcomer

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

Cc: Dr. Chuck Sawyer,
Senior Vice President