

University Assessment Committee
March 19, 2003
Fetzer Boardroom

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

Absent: Dr. Jim Amundson, Ms. Lisa Simensen

Review Minutes:

The February 5th rather than the March 5, 2003 minutes were presented for review. For this reason, Dr. Threinen gave an overview of what had transpired at the last meeting.

Action: Diane Newcomer will e-mail a draft of the March 5, 2003 minutes to members of the committee for review.

Reports from programs:

MCAOM: The MCAOM curricular survey is completed with the exception of John Pirog's survey. It has been challenging to educate everyone in this process. Lisa Simensen's goal is to eventually have everyone on the same track.

Massage Therapy: Dr. Healey completed the mapping process a few weeks ago, and this has been forwarded to Dr. Threinen. The Massage Therapy Department is currently working on COMPTA accreditation.

Overview of assessment process and timeline:

Dr. Threinen led the discussion regarding the current Assessment review process. She elaborated on current and future directions for the review. She feels there are overarching university and program directives to consider. Dr. Threinen presented and reviewed an expanded timeline of the assessment review process through fall of 2003.

She requested feedback regarding whether all elements were listed.

It was noted that eventually all graduates will need to demonstrate these competencies. Dr. Manne also suggested that we ultimately adopt the same model for all learning outcomes.

Dr. Hvidsten suggested that we could consider adding to the list: "What have academic programs and instructors done to meet the goals of each class"? Members of the committee felt this was an excellent suggestion. Dr. Threinen will add this to the list.

Discussion of measurement tools for communication:

Dr. Threinen presented the evaluation criteria used for the recent Development Assessment (DA) evaluations. The Committee discussed the verbal and non-verbal communication aspect and discussed ways for reporting this mechanism. Dr. Scott expressed concern regarding the identification of measurement tools that would be considered broadbased for this learning outcome.

Dr. Scott led the discussion regarding evaluation criteria for the Communication outcome and how to test verbal understanding. The Committee also discussed how to standardize this process for all three programs. Discussion ensued.

Dr. Healey suggested we utilize a special board exam to assess whether students are understanding and can demonstrate the assessment related tools, rather than incorporating these questions into the standard curriculum. Dr. Scott liked this suggestion, since we need something at the end of each academic program as a capstone, and this may work for that purpose. Another suggestion was to pilot a special test as a sampling mechanism to see how well it is received.

Dr. Threinen inquired whether members of the Assessment committee feel the Development Assessment evaluation criteria is representative of the right questions to assess student performance on learning outcomes.

She also referenced an article entitled "*Development of an assessment tool measuring medical students' integration of scientific knowledge and clinical communication skills,*" that could be quite helpful in guiding our institution through the assessment review process.

Dr. Manne expressed concern regarding a feeling that we may not be as adequately equipped to know the best way to proceed with the assessment review process. She suggested that we may want to bring in an advisor from outside our campus community to assist with this process. Dr. Threinen replied that she had a recent conversation with Mary Huba, as a possible consultant for us. Dr. Threinen anticipates Dr. Huba would like to meet with us as a consultant, if hired, to meet with the Deans, Directors, Drs. Sawyer & Traina to determine whether we're on track in meeting our assessment review needs and to be in compliance with accreditation standards.

We also discussed future faculty development seminars and possible topics for those events. Assessing learning outcomes was suggested as a future theme.

Dr. Threinen stated we need to create some guidelines for developing competencies for each academic program, the appropriate number to look at, and how to prioritize them. We want a consistent evaluation rubric to be applied throughout the university for evaluating student learning skills.

The Committee also discussed how students feel about the possibility of additional testing. Cody Hoefert replied that timing of the tests could be instrumental in how he believes students would respond to additional tests.

Mike Skoglund suggested “composite testing” might be a good method for testing students by utilizing select questions from existing tests and incorporating these into one overall test as a possible way to assess students learning curve. He feels that type of test might be perceived as less threatening to students, since it would be a “review” of key questions previously addressed to test students knowledge of a given topic.

Motion *Scott, Wittich* to utilize “composite testing” for competency testing. Motion passed.

Dr. Threinen stated that we need a rubric for the written communication competency, and requested that committee members utilize the composite testing idea for this exercise. She’ll discuss this idea with Mary Huba to determine possible examples for assessment.

Action: Dr. Threinen will forward copies of the article relating to the “*Assessment Update*” to members of the Assessment Committee.

Next meeting:

The next meeting of the Assessment Committee will be held on **April 2, 2003.**

Motion *Manne, Wittich* to adjourn the meeting.

Minutes written by: Diane Newcomer

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

Cc: Dr. Chuck Sawyer,
Senior Vice President