

ASSESSMENT COMMITTEE

February 11, 2005

Fetzer Boardroom

Members present: Noni Threinen, (**Chair**), Mary Berg, Renee DeVries, Don Eggebrecht, Kren McManus, Jane Richardson, Mary Tuchscherer, Xianhui Yang,

Absent: Tony Wangerin

Approval of last meeting minutes:

Motion Berg, DeVries to approve the minutes from the January 14, 2005 meeting. Minutes approved as presented.

Review use of assessment tools in classes to date:

Dr. Threinen requested that members of the Assessment committee give an update regarding the assessment tools that were used in their respective classes. She had previously requested that members utilize one of the assessment tools from Tom Angelo's book of Classroom Assessment techniques.

- ❖ Dr. Don Eggebrecht utilized "**The muddiest point**" in his class of 85 students. He handed out index cards and requested that students write one thing about the class that was confusing to them. He later summarized the questions and used this information to provide clarification regarding the confusing points of his lecture. He commented this technique appears to be working for everyone, since some students would rather be anonymous about asking questions. He has utilized this technique twice so far in his T-5 class.
- ❖ Dr. Renee DeVries hasn't utilized the "**feedback form**" technique yet, but plans to utilize it in her *Arthritis* class. She will utilize this technique every week after the midterm exams. She thought that perhaps an e-mail reply from students might be a good technique, but realizes it wouldn't be an anonymous vehicle for students to utilize.
- ❖ Dr. Mary Tuchscherer plans to utilize the "**The muddiest point**" in an upcoming class.
- ❖ Jane Richardson was still debating which technique to utilize in either her *Biochemistry*, *Histology* or *Microbiology* labs. After discussing this point with other members of the Committee, she will meet with Dr. Tuchscherer and develop a "**feedback form**" for one of her lab sessions.
- ❖ Mary Berg will utilize a "**double entry journal**" for T-10 students, which revolves around an event that occurred, and requesting feedback regarding what they learned from that experience. This may be expanded to T-9 students at a later date.
- ❖ Dr. Kren McManus will be doing a "**simple survey**" of the T-1 Massage Therapy students who recently received a grade of D to F, to try and identify where they were struggling with the class. Her questions will include:
 - How confident did you feel going into the test?

- How often did you study?
 - What methods did you use; i.e., flash cards, etc.?
 - What grade did you expect to get, and what did you actually get as a grade?
 - What are three things you might do differently for the next test?
- ❖ Dr. McManus is trying to find the trouble spots for students who are struggling with that class. She wants to use this as a vehicle to point them in the right direction to provide clarification, etc. For the next academic term, she will utilize the survey for the entire class.
- ❖ Xianhui Yang will experiment with the “**clinic assessment process form,**” where students were asked for feedback on the final evaluation of that process. The supervisors typically meet three times per term to evaluate and monitor progress, and students also evaluate their own progress. Dr. Threinen volunteered to review the clinic assessment form, and will provide input as needed. Basically, we’re trying to determine if students are understanding what we’re teaching them.

Dr. Threinen inquired whether members of the Assessment Committee felt these review methods will be helpful in their respective classes. Dr. DeVries commented that she believes the tools will eventually be helpful, but we’re still on the learning curve at this time. Dr. Threinen suggested that faculty document the changes they’re making in classes by recording the plans they’re proposing. She added that eventually this information could be used as part of the information in each program's assessment plan.

Review and approval of summary of assessment measures and procedures:

Dr. Threinen presented and reviewed a summary of the NWHSU Assessment Measures for the MCAOM & Chiropractic programs. It provides an overview of activities within each department for the assessment review process. The Chiropractic measures need to be completed yet. This is also information that Dr. Threinen would like to eventually add to the Assessment plan for all academic programs on campus. Program reports are due by March 15, 2005. She requested that academic deans complete this report before the budgetary process begins.

Motion DeVries, Berg To accept the Summary of NWHSU Assessment Measures as part of the overall assessment plan. Motion passed.

Assessment Plan on University website:

Dr. Threinen gave an overview of what will be included on the University website. It will include the following:

- The Learning Outcomes
- Assessment plan and report timeline
- Assessment plan feedback loop
- Summary of NWHSU Assessment measures
- Rubric for annual program assessment reports
- The Assessment Plan and Report Form Procedure will be added to the website

The Committee reviewed the contents on the University Assessment website. Dr. McManus suggested that it might be helpful to put the word “**Details**” as a blue hyperlink for faculty when they review the website to gain additional information for each category. Other members of the Committee concurred with this suggestion.

Motion Berg, Eggebrecht To approve the Assessment Plan and Report Form Procedure with the minor change of adding “Details” to the website. Motion passed.

The next meeting will be held on Friday, March 11th from 9:00 – 10:00 a.m.

Minutes written by: Diane Newcomer

Approved by _____
Noni Threinen, D.C., Chair
University Assessment Committee