

**ASSESSMENT COMMITTEE**  
**March 11, 2005**  
**Fetzer Boardroom**

**Members present:** Noni Threinen, (**Chair**), Mary Berg, Don Eggebrecht, Jane Richardson, Hannah Seoh, Mary Tuchscherer, Xianhui Yang,

**Absent:** Renee DeVries, Kren McManus

***Approval of last meeting minutes:***

**Motion Eggebrecht, Berg** to approve the minutes from the December 3, 2004 meeting as presented. Motion passed.

***Introductions:***

Dr. Threinen introduced Shannon Ruschmeyer as her new Institutional Effectiveness Coordinator. Shannon began employment with the University effective March 7, 2005. She will be working with Dr. Threinen to coordinate functions of that department.

Dr. Threinen also introduced Hannah Seoh, a T-2 MCAOM student representative, who is replacing Tony Wangerin as the student representative on this committee. Hannah is also a member of the Student Senate.

***Annual Assessment Plans:***

Dr. Threinen stated that annual assessment plans are due by March 15, 2005. Mark McKenzie & Dr. Healey have contacted her regarding their respective reports. She would ultimately like to have teams of two individuals from this Committee review the assessment plans to provide feedback regarding the reports, with a goal of gaining faculty perspective regarding the each program's progress. She added that she would like members of the Committee to use a standard evaluation rubric as they provide feedback. Dr. Threinen stated that she feels it is important to strive for completion of the assessment plans by March 15<sup>th</sup> since the budgetary planning cycle will follow soon thereafter and resource allocation may be impacted by needs identified in each plan.

***Update on assessment tools:***

- ❖ Dr. Tuchscherer – She has been utilizing a 3 x 5 card to ask students what the “**muddiest point**” of her lecture is. The response included a request that she use fewer abbreviations in her lectures, but overall, students felt the exercise was helpful to them. Dr. Tuchscherer also stated that she could institute five new questions now as a pilot exercise, and could see how things change in the future.
- ❖ Mary Berg - No report at this meeting. She had previously announced that she will utilize a “double entry journal” for T-10 students, but will now use an evaluation for an event that students have already submitted.

- ❖ Dr. Don Eggebrecht – He utilized “**the muddiest point**”, and has found this to be a good feedback mechanism. He believes it will help to create a more efficient learning experience. Dr. Eggebrecht also suggested that perhaps we could utilize a competency test at different levels to test students in the future.
- ❖ Xianhui Yang – She utilized the “**clinic assessment process form**” for student feedback on the final evaluation of their clinic experience. The MCAOM Department received good feedback regarding that process with suggestions for improvement. Their department will make changes as a direct result of that survey. Information has also been provided to the Clinic Affairs Department. Dr. Threinen suggested their department might want to consider requesting a quicker response than two weeks to try to improve the response rate. They received a 30% response rate for their survey.

***Update on Collaboration Seminar:***

- Xianhui Yang, Jane Richardson and Dr. Eggebrecht attended the recent Collaboration seminar on February 19<sup>th</sup>. There were good reference materials offered at the seminar as reported below:
- Jane Richardson felt the sessions were quite worthwhile. She attended one on writing portfolios from Carleton College. It was focused on writing competency at the sophomore year level. There was a “critical thinking” component that could be helpful from a writing perspective.
- Dr. Eggebrecht went to a session from E-Lumen that was geared toward developing a curriculum rather than the assessment process. There were a number of junior colleges represented at the seminar, and he believes they were looking for ideas more at the departmental level. Their emphasis was focused at the grassroots level syllabii. We could utilize this focus on future classroom results.
- Dr. Tuchscherer suggested that it could be quite helpful to hold a future faculty development session with the sole objective of allowing time for faculty to work collaboratively to develop learning objectives for their courses. There was a question whether Deans should mandate that faculty attend future assessment workshops. It was felt it would be better to promote this as a golden opportunity for faculty to work together to achieve common objectives, rather than requiring mandatory attendance.

***University Website:***

Dr. Threinen gave a live demonstration of the University template for the updated Assessment website. She has added a revised version of the NWSU Assessment Plan and Report Form Procedure on the website. The revised version of the document will expand with information from academic Deans as necessary.

***NCA Annual Meeting:***

Dr. Threinen reported the annual meeting of North Central Association (NCA) will be held in Chicago on April 10-12<sup>th</sup>. She commented that almost everyone on this Committee has attended a previous assessment seminar. She strongly encouraged anyone who hasn't attended a seminar, to do so. She requested that members of the Committee e-mail suggestions of possible candidates who might benefit from that session, especially new members of the faculty.

The AAHE conference will be held in June and will be another excellent learning opportunity for members of the faculty.

Program reports will be forwarded to UAC “teams” for their evaluation when they are received.

***Next Meeting Date: Friday, March 25, 2005 at 9:00 a.m. in the Fetzer Board room.***

Dr. Threinen would also like to have a meeting during the first week of May. Dr. Threinen isn't sure what day of the week will work best for members, but Shannon Ruschmeyer will check schedules and determine their availability.

Minutes written by: Diane Newcomer

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