Minutes of the Meeting of the Assessment Committee  
Thursday, February 12, 2009 – 3:30 p.m.  
Founder’s Hall 2111

Present: Jeanne Butler, Jessy Hansen, Tami Moore, Mary Kommers, Paul Bishop, George Lawson, Greg Anderson, and Brandon Benitz.

Absent: Ron Crocker, Wayne Briner, Aaron Clark, Gloria Vavricka, Scott Unruh, and Karin Covalt.

The meeting was called to order by Director of Assessment, Jeanne Butler, at the above time and place.

Old Business:

I. Final Status report on Assessment Reporting for Fall 2008
Chair Butler shared that all but one assessment report has been submitted. Butler handed out the Assessment Report Submittals that shows when each department submitted their report.

II. Return to original Submittal date
Butler indicated that Fall, 2009 department assessment reports will be due at the original date of October 1st. Butler handed out the Department/Program Assessment Report Feedback and discussed that this rubric is used when looking at each department’s report. This rubric allows for detailed feedback to each department.

New Business:

I. NCA requirements for revising objectives and rubrics
Butler discussed the NCA requirements for the departments to revise their objectives and rubrics. She handed out a Learning Outcomes Checklist and indicated that she will be meeting with each department to review their objectives and rubrics to determine required revisions, based on feedback from the checklist. Committee members looked at objectives from 2 departments and used the checklist to review and identify problems with the objectives. The members discussed which objectives should be kept or revised.

II. Butler handed out training materials that she has developed on developing and writing objectives and rubrics.

III. Implementation of Curriculum Mapping
Butler shared that the Office of Assessment will begin implementing curriculum mapping
at UNK. This is based on feedback provided by the NCA reviewer last April that curriculum mapping will be required for departmental assessment by the next accreditation visit in 2014. Departments at UNK will be asked to volunteer to participate in the Curriculum Mapping pilot that will begin this spring. She indicated that these volunteer departments will receive funding for participating in the pilot and faculty members responsible for the pilot will receive a stipend for attending workshops on Curriculum Mapping to occur in May or August 2009.

IV. General Studies Assessment Update
Daren Snider, Director of General Studies, discussed the update from the General Studies Council. Snider provided a handout for committee members sharing the GS objectives that have been revised. Snider discussed the time table for revising objectives and making them available for campus-wide review. He also shared the time line for meeting HLC requirements and preparing the report that is due to HLC in April, 2011.

There being no further business the meeting was adjourned at 4:30 pm. The next meeting is April 9, 2009 at 3:30 pm.