Minutes of the Meeting of the Assessment Committee  
Thursday, September 11, 2008 – 3:30 p.m.  
Academic Affairs Conference Room, Founder’s Hall 2147

Present: Jeanne Butler, Greg Anderson, Paul Bishop, Karin Covalt, Ron Crocker, Kim Elliott, Mary Kommers, George Lawson, and Scott Unruh

Absent: Jessy Hansen, Tami Moore and Gloria Vavricka

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

New Business:

I. Feedback from NCA Visit
The NCA Review Team measured the progress of UNK in assessment planning and procedures that were outlined in the feedback report from the 2004 NCA visit. They found acceptable improvement in UNK’s infrastructure, sustainability, faculty comment, recognition of exemplary assessment, distance program assessment, graduate program assessment and WI assessment.

II. Departmental proposals
The Office of Assessment had put out a call for proposals for focused assessment projects. Committee members were invited to go on the Assessment website for further information. Departments chosen would receive a $1,000 grant. Only two departments, Physics & Physical Science and Psychology, submitted proposals. Butler asked Committee members to review the two proposals and submit their opinions to her by September 19.

III. WEAVEonline Update
Training sessions for one individual in each department will begin next week. On-line assessment data from WI assessment plans and departmental assessment plans have been populated into the WEAVEonline software by the Office of Assessment. Departments will only need to input their findings, set targets and indicate whether targets were met or not and plan actions to take to correct areas needing improvement.

IV. Budget cuts
The Assessment Program has experienced a budget cut of $10,000 for 2008-09. No monies were taken from assessment faculty stipends for completing the WEAVEonline training or from funds for faculty development in assessment. However, Sarah von Schrader’s position as Coordinator of Assessment has been eliminated as of January 1, 2009.

There being no further business to come before the Committee, meeting was adjourned. The next meeting of the Committee will be announced at a later date.