Present: Chair Jeanne Butler, Karin Covalt, Ron Crocker, Tobi DeLong Hamilton, Mary Kommers, Susan Mueller, Richard Meznarich, Keri Pearson and Scott Unruh

Absent: Paul Bishop, Wayne Briner, George Lawson, and Janet Lear

The meeting was called to order by Director of Assessment, Jeanne Butler, at the above time and place. Butler introduced Dr. Tobi Delong Hamilton as the newest member of the Assessment Committee. We will need to appoint a member from the College of Fine Arts & Humanities, so Butler asked Dr. Crocker to submit the name of someone from FAH who will do a good job on the committee.

**New Business:**

I. **Dr. Dion Cautrell - Focused assessment project completed by the Department of English for 2009-10.**
   Dr. Cautrell explained in detail the focused assessment done by the Department of English which targeted critical thinking, reading and writing of senior students. Dion presented the data and results of the focused assessment.

   Butler explained that departments can take a specific problem or issue and focus their assessment efforts on the identified area. Then, the department uses that as their assessment. Another advantage is that departments can get grant funds from the Office of Assessment when they choose to conduct a focused assessment: The department will receive $500 at the beginning of the project and $500 upon completion of the project.

II. **Keri Pearson - New direction of Student Affairs for Student Outcomes Assessment.**
   Pearson explained that Dr. Joseph Oravec is the new dean for Student Affairs. He comes to UNK with a background in student learning outcomes. Student Affairs will now base their outcomes and assessment in part on the new General Studies outcomes to provide continuity between Academic Affairs and Studies Affairs. SA will be meeting next week to form an assessment committee to begin defining the process.

III. **Scott Unruh – IUPUI Assessment Institute**
   Unruh attended the IUPUI Assessment Institute in Indianapolis last month. This is considered the premier assessment conference in higher education. Unruh reported in dept on the conference. He felt that student learning and teaching effectiveness were the major threads running through all presentations at the conference. Butler invited other members of the committee to attend IUPUI next year, and the Office of Assessment would assist with travel costs.

**Old Business:**

I. **Update on implementation of new General Studies Program and Assessment**
Process.
Butler distributed a handout on the “Status of GS Assessment Implementation” containing information on the number of portal courses with a headcount of approximately 700 students. GS portal courses were implemented Fall 2010 with the new common assessment process. Faculty can choose any of the six Common Assessment Options for Portal Courses and will use the common AAC&U-based rubric to grade assignments in TaskStream. American Democracy and Capstone courses will be implemented in Spring 2011, and Foundation Courses and Distribution courses will begin in Fall 2011.

II. Update on Search for Coordinator of Assessment.
Senior Vice Chancellor Bicak has not yet decided when the search for Coordinator of Assessment will begin. It is quite late in the semester, so it is highly unlikely that the search will begin before the beginning of 2011.

III. Update on implementation of TaskStream for General Studies and departments.
Last week GS Director Daren Snider and Butler went to New York City to the Task Stream corporate offices for additional training on Task Stream for use in the new GS program as well as for selected departments. This semester faculty teaching portal courses will begin using TaskStream to grade their GS common assignment.

Other:

I. NONE

There being no further business to come before the Committee, meeting adjourned at 4:31 p.m. The Committee will not meet in December if we do not hear of approval for the search for Coordinator of Assessment this semester. The next meeting of the Committee will be Monday, February 12, 2010, in FNDH 2147.