Assessment Oversight Committee
Minutes of the meeting held Monday 28 November 2005
4:00 p.m. – 5:00 p.m.
320 Brigham

Present: (Members) Lynn Bouck (BILSA), Dennis Ciesielski (LAE), Mohan Gill (EMS), Tom LoGuidice (LAE), Julia McDonald (Faculty Senate), Jean Scheppers (APC), Carlos Wiley (Student Services rep), and Qi Yang (EMS)
(Ex Officio) Shane Drefcinski (Assessment Coordinator and UUCC rep)
Absent: Annie Kinwa-Muzinga (BILSA), Carol Sue Butts (Provost), (Student Senate rep)

1. Approve minutes of 11/14/05
Amended to indicate attendance by Dennis Ciesielski.

2. Announcements.

Shane sent the members of AOC an e-mail inviting them to attend one of three UW System Assessment Workshops. Several of the committee members have already agreed to attend. Those wishing to attend should notify Carol Sue no later than December 7.

Shane suggested that during the spring semester, AOC should invite the Academic Standards Committee (ASC) to assist in developing an assessment tool for the natural science gen. ed. requirement. Eventually, a tool will need to be developed for each of the gen. ed. areas.

Shane is continuing to remind graduating seniors to complete the on-line General Education Survey.

3. Discuss focus of Assessment Activity Fund grants

Last year’s packet was distributed. After some discussion, it was decided that the next round of applications should focus on developing assessment tools for the areas of the general education requirements and/or on links between general education and a major.

Past recipients are expected to give presentations on their assessment projects. Suggestions for venue were multiple presentations in the Doudna Little Theatre, being part of the TEC seminars, or being part of future AOC meetings. Shane will work on details.

4. Review assessment plans of:
a. Exponent, WSUP

The AOC did not feel that these two groups merited a separate assessment plan. Students involved in either who are majoring in communication technologies should already be covered under that department’s assessment plan. The involvement of non-majors should be included with all other student organizations.
b. Ethnic Studies

This was tabled until AOC was provided with a “new” document. The document that was received was pulled from an APC report. Jean Scheppers and Tom LoGuidice both indicated that the document we had had been revised to address the AOC request for goals and student learning outcomes.

c. Center for Plastic Processing Technology

Again, the AOC felt that the document received did not fit our request for goals and student learning outcomes. Shane will contact the Center with suggestions for revisions.

d. International Business Resource Center

Shane will contact the IBRC with suggestions for minor revisions of what has already been submitted. Additionally, the document needs to include a description of the assessment tools and the grid.

e. Industrial Studies Women’s Advancement Center  (tabled for lack of time)

5. Other. Nothing was brought forth.

6. Adjournment

Next meeting: Monday, December 12, 2005
4:00-5:00 p.m.
320 Brigham