Assessment Oversight Committee  
**Minutes** of the meeting held Monday 27 February 2006  
4:00 p.m. – 4:40 p.m.  
320 Brigham

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

1. Approve minutes of 2/13/06  Approved with the correction of the date.

2. Announcements.  
   a) The proposal that was discussed at our last meeting regarding an annual assessment of graduating seniors has been endorsed by Academic Affairs. It will be implemented immediately.

   b) Shane met with the Academic Standards Committee who have agreed to stay involved in the assessment of the general education requirements. (AOC is responsible for the assessment of the majors and the ancillary support areas.) ASC will create a rotation schedule for assessment and will report their findings to UUCC.

   c) Cheryl Banachowski Fuller will be reporting on her AAF grant on March 27. Wayne Weber and Esther Ofulue are unable to attend on that date and will be re-scheduled for some time in April.

   d) Julie gave the AOC a brief report on the assessment activities of the Math Department. A more complete report will be given in April.

3. Review Assessment Report from University Counseling Services  
   Roger Meyer reviewed with AOC the Assessment Report from University Counseling Services. Over the years University Counseling Services (UCS) has used seven assessment tools. In 1997, UCS created a timeline showing the specific rotation of when each tool would be used from then until 2010. These surveys are modified every time they are given based on prior feedback.

4. Review Assessment Report from Dining Services  
5. Review Assessment Report from Conference Services  
   [Both reviews were postponed as a representative was unable to attend.]

6. Adjournment  Meeting adjourned at 4:40.

Next Meeting:  Monday, March 27, 2006;  4:00-5:00 p.m.;   320 Brigham