Minutes
Assessment Oversight Committee
October 27, 2008

Present: Carol Sue Butts, Denise Ciesielski, Shane Drefcinski, Yuanyuan Hu, Marge Karsten, Evelyn Martins, Prathivadi Ravikumar, Matthew Roberts.

Guest: John Krogman (Associate Vice Chancellor for Information Services)

1. Approval of 10/13/08 meeting minutes

2. Announcements (by the Provost)
   • The SCUN delegates’ visit was postponed due to visa issues.
   • There has been some discussion about budget cuts in the University of Wisconsin System. Further information will be available on Nov. 20.

3. Information Services Assessment Report
     
     • Karrmann Library
       Krogman highlighted the following points:
       ➢ Despite the fact that the library budget has remained unchanged over the past 11 years, the library has met the needs of the campus.
       ➢ The next step is to upgrade library facilities.
       ➢ Six new classrooms including two computer labs were added to the library mainly for English classes.
       ➢ There has been a 240% increase in the use of the library in the past academic year. Composition courses teach students how to use the library.

       Ravi commented that the library needs to have mobile facilities because our students’ learning styles have changed. Ravi suggested a laptop program. The committee discussed the pros and cons of requiring students to purchase a laptop.

     • The Office of Information Technology
       Krogman highlighted the following points:
       ➢ The office of information technology is mainly responsible for addressing construction related needs on campus.
       ➢ Over 100 out of 120 classrooms on campus are smart classrooms.

       The Provost asked how IT could be defined and to what extent the smart classrooms were used for teaching purposes.
• Media Technology Services

The Provost asked whether the assessment tools posted on Media Technology Services’ homepage had been used. Specifically, the Provost asked whether faculty and staff have been surveyed “for frequency of equipment use and easy of use of room technology.”

Krogman responded that no survey has been conducted so far, but the program will consider such a survey if it is a useful tool. Evelyn commented that survey results would be informative. Ciesielski suggested the Information Service Program develop surveys to collect information that the program needs.

• The Learning Technology Center

Krogman answered questions regarding D2L:

- UWP is in the final year of contract with D2L. It is very likely that the contract will continue.
- It is estimated that half of the faculty and staff are using D2L to various extents. D2L is commonly used for syllabi and homework, but less frequently used for grade reporting.
- In one year, there will be an interface between D2L and PeopleSoft.

4. Motion

Marge made a motion that the Information Services program use formal surveys as assessment tools for Media Technology Services and the Learning Technology Center. Ciesielski seconded the motion. The motion was unanimously approved by the committee.

5. Adjournment: 4:50

Respectfully submitted by Yuanyuan Hu