Improvement of Learning Committee  
Tuesday, November 15, 2005  
4:00 p.m. – 320 Brigham  

Present: Carol Sue Butts (Provost), Tom Lo Guidice (chair), Ben Collins, Mu-Ling Chang, Kevin Haertzen, Martha Drummond, George Smith, Dick Klawiter, Kristopher Wright  
Absent: Stan Lukowski, Karen Allen, Osama Jadaan, Esther Ofulue, Louis Nzegwu, , Nader Safari-Shad  

The meeting was called to order at 4:07 p.m. in 320 Brigham  

1. Approval of Minutes from November 1, 2005 meeting and review of corrections on year-long agenda  

- Suggested change of name spelling on Oct 18 minutes  
- George Smith motioned to approve the minutes with corrections. Seconded by Collins. Motion carried.  

2. Appointment of secretary of the day and designation of chair of the day for December  

- Kris Wright – Secretary  
- George Smith – December Chair  

3. Faculty Award review and action-The Faculty Award was approved by the committee  

- Edited announcement presented by Ben and rest of subcommittee.  
- Suggested changes:  
  - Criteria 2: STRIKE “a department/school from the last three years”; REPLACE WITH “the university.”  
  - Criteria 3: STRIKE “within a discipline and with others outside the immediate college and university.”  
  - Organization Of the Application: STRIKE “follow this format and”  
- George Smith motioned to approve the announcement with corrections. Seconded by Mu-Ling. Motion carried.  
- Ben will forward corrections to Sponsored Programs and ask that Awards and Grants are clarified under the web site.  

4. Forum Topic: NSSE presentation and discussion  

- Presented by George Smith and Kevin Haertzen  
- Two documents were provided: one summarizing the NSSE questions, the other a summary of comments about the survey.
The summary document was created to provide perspective on interpreting the results of the survey. Such perspectives were deemed necessary due to issues of gender ratios, freshman/senior differences, nature of the survey data, etc.

- The question of what to do with the freshman data was discussed in light of the need to provide a timely summary of NSSE results.

A decision was reached to present the Senior class data at the December 6 meeting.

5. **Next Meeting**  
   Tuesday, December 6, 2005  
   4:00 p.m. – 320 Brigham

6. **Meeting adjourned at 5:05 p.m.**

Respectfully submitted  
Kris Wright  
11/17/05