University Assessment Committee

Minutes

January 20, 2009 Location: **Harper Center 2066**

8:30-9:30 a.m.

1. Announcements and Updates:
	1. HLC 114th Annual Meeting, April 17-21, Chicago (Registration and Hotel Registration are both open).
	2. Spring meeting dates: 8:30-9:30, Harper 2066
		1. February 17
		2. March 17
		3. April 21
2. Annual University Assessment Report Request was reviewed, as was the process and timeline for completing the report. No suggestions for edits or changes were made, but it was noted that the files referenced in the letter were not attached to the copy distributed for review. All supporting documents were included in the electronic distribution of the annual request.
3. Sub-Committee Reports/Updates (as we have time/as you have updates)
	1. Campus Conversations: Presentation and Discussion (Palma Strand)
		1. Campus Conversations preliminarily scheduled for January and February.
	2. Electronic Toolbox/Peer Review/Electronic Repository (combined group for 2009: (Gail Jensen/Mike Monaghan/Paul Turner)
		1. Have begun our exploration of developing our own electronic collection of assessment documents and rubrics; we have permission from Northern Arizona University to model their CHEA-award winning site.
		2. Researching the status of the accreditation visit electronic site and collected data.
	3. Curricular and Co-Curricular Program Review and Rubric Development: (Rich Rossi)
		1. Current efforts will be highlighted at the April HLC meeting.
		2. Invited to present some background information at a special HLC meeting in February.

Subcommittees used remaining time to begin planning their 2009 calendar of accomplishments (and timeline to achievement).

1. Next Meeting/Materials for review:
	1. February 17, Harper Center 2066 at 8:30 where the focus will be on the work of the sub-committees.

Adjourned at 9:30 a.m.