

**Assessment of Student Learning Subcommittee  
University Education Policies Committee  
November 10, 2005  
Approved Minutes**

Present: Johnson, Novak, Jensen, Calhoun and Roy

1. Approval of agenda and minutes from 10/20/05: Approved as distributed.
2. Review and approval of Assessment Activities & IRB statement: Jensen requested clarification of the website/source used to generate the statement. Approved as distributed.
3. Gary: Review and discussion of Self-Study Memorandum (time certain 8:10-8:40): Novak gave background information on the history and formation of the themes found in the Self-Study Memorandum. He stressed that ASL subcommittee would be an important aspect of the Self-Study process. Jensen suggested that more student involvement and input is needed. In addition, students need support in making sense of the WASC/Assessment discussions and suggested students involved in these discussions be paired with a faculty mentor to help guide them through the process and jargon.
4. (Gary &) Rosanne: Review, discussion and recommendation of Organizational Structure of Assessment Leadership Team and Program Assessment Coordinators. The committee reviewed the draft document and suggested that a student representative be included on the Assessment of Leadership Team, that the term "programs" be used loosely, and that the assessment reports produced by the Program Assessment Coordinators be made annually instead of semi-annually. The document, with the above amendments, was voted on and approved by the committee.
5. (Gary &) Rosanne: Review and discussion of Departmental Assessment Reports. In reference to the "Student Learning Outcomes Committee Department/Program Assessment Results Report" document, Johnson cautioned that the third question that asks programs to report on what conclusion were drawn based on the assessment information collected may fringe on a program's proprietary rights. Discussion was deferred.