



**EASTERN KENTUCKY UNIVERSITY**  
**University Assessment Committee**  
March 25, 2004 • 1:30 p.m.

□ MINUTES APPROVED

**PRESENT:** Adrienne Bauer, Catherine Clement, Jo Ann Ewalt, Carole Garrison, Claire Good, E.J. Keeley, Margaret Lane, Laura Melius, James Street, Stacey Street, John Wade, Sherrita Rowe (note taker)

**ABSENT:** Paul Erickson, Laura Koppes, Judy Lindquist, Mike Reagle, Mike Roberson, Doug Robertson, Janna Vice, Peifeng (Allen) Yang

- Carole Garrison called the meeting to order at approximately 1:30 p.m.
- Minutes from the February 11, 2004 meeting were approved.

**INFORMATION UPDATE AND DISCUSSION**

Board of Regents Report—E.J. Keeley shared his Draft Board of Regents report on assessment with the committee. A discussion ensued regarding the purposes of assessment and the use of the term “improve teaching and learning”. It was decided to use the term “program improvement” for this report. Committee members did not want the document to be misconstrued as an evaluation of faculty at this point in time. It is recognized that faculty performance is an essential piece of the assessment process, but the committee felt it was premature to insert that focus at this time.

TracDat Technical Assistance- Stacey Street announced the names of members participating in technical assistance teams and assignments. Stacey suggested to team members to review the assigned departments’ plan and briefly gather desired results from the departments prior to the meeting. Stacey instructed the technical assistance team members to follow up with a summary letter to the department head also copy to Stacey Street and the appropriate dean. Technical assistance sessions were agreed upon by UAC to be completed by the end of April 2004.

Stacey Street offered a variety of literary resources to UAC members on a loan basis through the office of IR. E.J. reiterated that we need two closing of the loop cycles in order to meet SACS certification in November 2006. Stacey referred to the Assessment Resource newsletter (page 2-TracDat Tips) to discuss the new feature of using \$ and no \$ categories.

Carol Garrison asked John Wade about working on new goals and objectives regarding UWR. John Wade replied that UWR might be eliminated, but had no other details to share at this time.

Stacey Street presented display of UAC slogan that read “Celebrating Success, Building for the Future”.

**NEXT STEPS**

The next meeting will be held Wednesday, May 12, 2004 at 2:00 p.m. in the Martin Room of the Coates Building.

Adjournment – the meeting was adjourned at 2:30 p.m.

Submitted by *Sherrita Rowe*