



Committee:

**Assessment**

Type of meeting:

Monthly meeting

Date/Time:

**May 4, 2018**

11:01am- 11:59am

Location:

Graduate Studies Office

Attendance: Monique Apple (secretary, minutes; Social Work), Susanne Auer (chair; General Education/Continuing Education), Kim Petersen (vice chair; Humanities and Social Science), Marlene Bear Stops (Lakota Studies), Tyler Haugen (Math & Science), Ted Hamilton (ex-officio; Assessment Office), Crystal Paulson (Voc. Ed), Ethleen Iron Cloud-Two Dogs (Graduate Studies)

Absent: Karen Lone Hill (Lakota Studies), Karla Witt (Math, Science, and Technology), Richie Meyers (Humanities and Social Science), Linda Olsen (Education)

Guest:

Agenda Topic	Discussion	Action	Responsible Party	Time Due
<b>I. Wocekiye</b>	Crystal	N/A	N/A	N/A
<b>II. Woksape</b>	Kim			
<b>III. Approval of</b> <b>a. 4/20/18 minutes</b>	Motion by Kim to approve 4/20/18 minutes, and, Second by Tyler.	Approved	Unanimous	N/A
<b>IV. Reports</b>				
<b>a) Assessment Director – Ted Hamilton</b>	Awaiting end of the year data to complete Reports and Strategic Plan.	N/A	N/A	N/A
<b>b) General Education Director – Susanne Auer</b>	Awaiting remaining artifacts for Fall 2017 GEOs to be scored and turned in before she can complete report. Discussion about program assessment and admissions to each degree program. Completion rates- factors measured, questions for students about reasons for stopping out, tracking students, and reported out through strategic plan.	N/A	N/A	N/A
<b>c) Committee Members Reports</b>	None	N/A	N/A	N/A

<p><b>V. Old Business</b></p> <p><b>a) Co-Curricular Framework</b></p> <p><b>i. Activity approval/reporting Forms</b></p> <p><b>ii. Activity Feedback Form/Sign-In Sheet</b></p> <p><b>iii. First-year completion survey</b></p>	<p>Reviewed Sample Participant Feedback Form-Revision Spring 2018. Charge for next year to address further revisions of forms. Kim proposed to separate approval and report form with next year's committee charge.</p> <p>Kim motioned to approve Co-curricular Feedback Form/Sign-In Sheet with addition of brief description of activity section and footer to track revision/dates.</p> <p>Reviewed and discussed survey. No action on this</p>	<p>N/A</p> <p>Approved</p> <p>N/A</p>	<p>N/A</p> <p>Unanimous</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>
<p><b>VI. Adjourn</b></p>	<p>Motion to adjourn: Crystal, 2<sup>nd</sup> by Kim</p>	<p>Meeting adjourned at 11:59am</p>		