

Committee on Institutional Assessment Minutes

Thursday, March 16, 2017, 8:00 – 8:40 AM

BA - 524 (Library Conference Room)

Present: Jan Loft (facilitated), Cindy Aamlid, Michael Kurowski, Nancyruth Leibold (Phone), Matthew Zabka, Linda Nelson, Chris J. Anderson, Nadine Schmidt (phone)

1. **Minutes taker for this meeting:** Matthew Zabka
2. **Approve minutes from February 23, 2017** – Thank you Chris J. Anderson!
Cindy Aamlid moved/ Michael Kurowski seconded – minutes approved.
3. **Review Education mini-grant application:**
 - Michael Kurowski moved to approve mini-grant / Cindy Aamlid seconded.
 - Discussed the difference between this application and previous Education Program applications.
 - Suggestion to change language in the mini-grant application to allow grants for programs' subdivisions.
 - Motion approved.
4. **Review Mathematics and Computer Science mini-grant application:**
 - Matthew Zabka moved to approve the mini-grant / Michael Kurowski seconded
 - Discussion about how the Major Field Test is used.
 - Clarification that exam is used for program assessment.
 - Question raised about remaining funds available for mini-grants.
 - Motion approved.
5. **Review Assessment Day Status Report and discuss next steps:**
 - Lacking information -- will review next meeting.
6. **Discuss potential department visits:**
 - Lacking information – will review next meeting.
7. **Next Meetings:**
 - a. March 30
 - Review Assessment Day Status Report.
 - Discuss potential department visits.
 - b. April 13
 - c. April 27
8. **Adjourn:** 8:35 a.m. Chris J Anderson moved / Jan Loft seconded.