Present: Chris Calvert (ABSC Representative), Annette Easton, Gary Grudnitski, Kathy Krentler, Bruce Reinig, Bill Sterk

I. Assessment Update
Krentler reported that the plan remains to assess the written communication skills of undergraduate students this semester. Samples of student writing have been collected from four of the five Departments. A sample from the fifth Department should be forthcoming within the next couple weeks. Gretchen Vik is arranging for a small team of evaluators to complete the assessment.

II. Scheduling Survey
The Committee spent time reviewing an undergraduate scheduling survey that was completed in spring 2001. The survey included both preference and satisfaction questions. Its results have been useful in making scheduling decisions over the past five years. It has been suggested that it is time to do a new scheduling survey to better reflect the preferences and satisfaction levels of our current students. After considerable discussion about the pros and cons of doing a new survey as well as discussion of what a new survey would include, the Committee concluded that the value of a new survey is questionable. While it may be interesting to learn the preferences and satisfaction levels of current students, because of the number of constraints on scheduling that currently exist (e.g., room availability, the MWF scheduling mandate), the ability to act on the student preferences is, at best, problematic. Moreover, the College risks alienating students if their scheduling preferences are solicited and then cannot be responded to because of existing constraints.

Krentler agreed to contact the Chairs and get their input on carrying out a new scheduling survey in light of the concerns expressed by the Undergraduate Committee. If the Department Chairs share the Committee’s concerns, a new scheduling survey will not be conducted.

Meeting adjourned at 11:25 a.m.

Next Meeting: Monday, March 6; 10:00 a.m.; Dean’s Conference Room