

## **Committee for the Assessment of Student Learning – Baccalaureate Experience**

### **RECORD OF MEETING**

**February 26, 2014  
Corbett Center Curry Room  
11:00 a.m. to 12:00 p.m.**

1. Welcome
  - Members present: Muhammed Dawood, Andrea Orzoff, Mark Waltermire, Patti Wojahn, and Robert Wood
2. Record of Meeting Approval:
  - January 22, 2014 – approved.
3. Senior Survey:
  - Members reviewed the Baccalaureate Experience Survey and began editing the questions for implementation during Spring 2014. Several suggestions were: a) survey should be presented in two stages – first stage: ask students how important is it to them – use “I” statements, and second stage: ask students how important it is to NMSU, b) split compound questions into two separate questions, c) use alternative phrasing provided by Shelly, d) make prompts more concise, e) add demographic questions, and f) use terms students will understand. Mark will make the suggested revisions and send the first draft to members on Friday via email. Any comments/suggestions regarding the draft should be sent to Mark by Wednesday, March 5. A reminder email regarding the comments deadline will be sent on Monday, March 3.
  - After a final version of the survey has been prepared, Robert will prepare a proposal for an exempt IRB to expedite the process to help prepare for the pilot implementation this spring.
  - Members agreed survey should be distributed using Scantron sheets.
4. Annual Assessment Retreat:
  - Members will discuss scheduling issues of the Annual Assessment Retreat at the next meeting, March 19, 2014.