Members present: Jean Ann Brakefield, John Beard, Jennie Cassidy, Whitney Comer, Allison Faix, Pat Singleton-Young, Frankie Weeks

Members absent: Bruce Gregory, Stephen Harrison, Chris Mee, Travis Overton, Geoff Parsons, Caesar Ross, Tara Saville, Tom Woodle

Guests present: Michael Collins, Michael Latta

Opening Remarks

Jennie Cassidy, Chair, convened the meeting at 3:00 p.m. in the Dawsey Conference Room and welcomed all present.

Building Your Business Portfolio

Michael Collins and Michael Latta introduced the new program implemented in College of Business which requires students to participate in Professional Development Activities over the course of their program in the department. Administered by the Wall Center for Excellence, a calendar of workshops and additional activities are made available to the students each semester. Activities include professional development workshops that assist in the development or improvement of specific skills (e.g. time management skills, delivering effective presentations, resume writing, interviewing techniques). Additional activities may also be offered including guest speakers and field experiences.

Students are required to attend a minimum of nine unique events over the course of their academic career. Certificates are available in several program areas including: leadership, communication, technology, business consulting and research, interpersonal management skills, and training. The Wall Center for Excellence manages and monitors the program with the use of a new software package which will also be useful in tracking alumni. The software also produces reports that will be helpful in assessment.

Jennie Cassidy noted that one of the recommendations from NSSE was to create an Extra Curricular Graduation Requirement to encourage participation in out of class activities. The committee was asked to consider how this program could be extended to others on campus. Based on the model in place in the College of Business, John Beard suggested that the University could make the requirement universal.

Student Services Focus Groups

Notes from the Student Service Focus Groups on November 2 and 3 were distributed for review. The committee will discuss the notes and responses in the next meeting.

Next Meeting
The next meeting of the University-Wide Assessment Committee – Student Development will be on January 19, 2011 in EHFA 164. There being no further time to discuss business, the meeting adjourned at 4:00 p.m.