

**Lock Haven University of PA
Student Evaluation Instrument Committee**

Approved Minutes

**Friday, April 03, 2009
11:20 AM-1:00 PM, Russell 128**

Members: Troy Dermota, Jerry Eisley, Steven Rush, Denise Shoemaker, Andrew Talbot, Steven Guthrie) Note taker: Denise Shoemaker

A) Approval of Agenda – Motion by Jerry Eisley; second by Drew Talbot. Motion carried.

B) Approval of minutes:

11/19/08 minutes. Changes to: Remove “Drew’s draft.” Denise to check with Rick Lilla to see if we can post *The Chronicle* article with our minutes online or it would violate copy write laws.

Troy Dermota moved to approve (11/19/08) with changes; second by Drew Talbot. Motion carries with revisions.

3/27/09 minutes – Drew Talbot moved to approve the minutes; second by Jerry Eisely with revision. Motion carried.

C) Reports and Updates:

Troy Dermota will put the questions into categories and send them to the committee members.

The next meeting date should be April 17th and not April 10th. Denise will make that change and send out the make-a-meeting to everyone.

Denise suggested we send a year-end update to APSCUF and Management.

D) Revision of questions to have a common format:

New Question #4: A comma will be added to “The instructor provides the support I need to increase my knowledge, skills[,] and understanding of the subject.”

20R/16S: “How often do the course activities, presentations, and/or assignments make you think in depth about this subject?:

Did not have a record of our decision on a rationale. Searching through minutes, we found that the minutes of 3/25/08 and 9/3/08 addressed this question thoroughly.

Modified the rationale to: “General education courses often do not involve ‘in-depth’ analysis of a subject so this question may not be applicable to all courses. However, ‘knowledge and understanding’ are important components of any course.”

We need to add this to the rationale document.

21R/17S: Okay as is.

22R/27S: Okay as is.

23R/25S: Remove “You are encouraged” and replace with “This course includes opportunities” to actively participate in the learning process.