1. The meeting was called to order at 3:00 p.m. in NB 2001 by Chair Mike Davis.

2. Multimedia Equipment: Distribution of multimedia projectors on campus was discussed. Hodgson moved to refer this question to the chair of Faculty Senate for reassignment to the appropriate committee. Vitense seconded. The motion carried.

3. Universal Course Evaluation form: The committee discussed the possibilities for layout, content, and processing of universal course evaluation forms and concluded the following:
   - The Academic Standards and Policies committee should concern itself only with developing universal questions applicable to all courses;
   - Development of additional course assessment tools, such as discipline specific questions, should be developed and administered by department faculties.

   Davis suggested collecting copies of existing departmental course evaluation forms to look for questions or areas that all departments share in common.

4. Next meeting will be 9 November 2005 at 3:00 p.m. in NB 2001. Lance Janda will be invited to address the committee at that time. The meeting adjourned at 4:00.

Respectfully submitted,

John W. Hodgson