

# Assessment and Program Review Committee

**Meeting Minutes: Sept. 21, 2011**

**Attendees:**

**Minutes:**

1. ILO Assessment: Need to update the outcomes. MJ talk to Shannon N. for updated document. Kent recommends to change to not include Math. Add analyze information in 'THINKING SKILLS" and change Foundation Skills to Communication Skills.  
Representative sample - not every student will be assessed. Usually everyone picks one class to assess. Need to determine sampling.

Peggy and Jeff to work on putting LA classes into the 5 ILO's.

Kent will send out old grid.

Kent and Andy will present the ILOs, categories and statements, to AASC in Oct.

Beth - One page summary from committee of new expectations.

Nov. focus to get on board using new ILOs.

Pilot Philosophy - Critical Thinking Skills rubric (one class for each faculty) November

Pilot Welding - Critical Thinking Skills rubric for every student (one class) November

- a. Review rubrics that are completed - handout  
Agree to adopt the Communication Rubric.  
Critical Thinking Skills: science courses; Micro, Bio I & II, ethics, brainstorm classes,  
Global and Civic Responsibility  
  
Applied and Information Technology  
  
Persona Development

- b. Determine implementation process for this academic year

## 2. Program Review Process

- a. Liberal Arts – will current process work or is new direction needed?  
Kent thinks not to do. Need to reassure LA faculty that still are a LA college. Kent asked if the forms are worthwhile to use for LA?
- b. Technical Programs – which programs for this year; establish and communicate timelines  
5 yr cycle: 2011-12; Fire Technology, Rad Tech, Paramedic, Auto Service (TRF), Computer & Networking, Criminal Justice, Welding

Beth to ask Para what they want to do about Fire? If want to do together can do next year.

Need to move Auto Service to next year.

Would PTA move to 2011-12

2012-13: Massage Therapy or 13-14, Business or 13-14

2013-14:

2014-15:

### 3. Program Assessment Process

- a. Any minor modifications to form/ process needed?

Special meeting with programs. Invite some who went through it previous year.

Kent said form works fine, eventually put ILO report on same form. i.e. Communication see XXX course. Beth said may be separate because assessment is annually and ILOs every other year. Peggy asked is there could be a form that shows progress. Peggy and Beth will work on a form.

### 4. Program Sustainability

- a. Quick report on status of this year's reports

Nearly finished. Fix caps for internships.

### 5. Other