



## **Assessment & Program Review Committee Meeting Agenda & Minutes - 1/30/13**

3:00 PM - 4:00 PM, Jan. 30, 2013 | Location: Polycom: EGF, Rm 301; TRF, Rm 662

### **Meeting Main Topics**

- ILO Assessment
- Program Review

## **Agenda**

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1. Approve Minutes
2. Last Meeting Follow-up
  - a. ILO Assessment
    - i. Update from Jan Workshop
    - ii. List of Courses Being Assessed
    - iii. Status Update
  - b. Tracking ILO Outcomes as they tie to courses at NCTC - Next AASC Meeting
  - c. ILO Assessment - 2013-2014
3. New Business
  - a. ?
4. Any Other Business
5. Next Meeting

## **Attendees**

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Andy Mueller, Beth McMahon, Brian Huschle, Cassie Hilts(A), Jim Jesme(A), Jim Retka(A), Jeff Bell, Peggy Rogers, Steve Crittenden, Tishara Melcher, Jodi Stassen, Brian Suckow, Al Shervold(A)

## **Note-taker**

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Mary Jo Bydal

## **Minutes**

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1. Approve Minutes - approved

## 2. Last Meeting Follow-up

### a. ILO Assessment

#### i. Update from Jan Workshop

4 total showed at EGF and 0 from TRF

Prepare a list to show a Program with a course for each ILO.

Reach out to faculty with a form to fill in the blanks. Beth will prepare the document and send it to the committee for comment before being sent out.. An initial email will be sent by Brian H. to complete the form, with a due date. Committee members will follow-up with programs that do not respond to the email. Cmte member can make sure courses are being assessed properly this semester.

End of Year - Program Assessment Plan due

Feb. 15 - Program Review Draft

April 15 - Program Review Final

Steve C asked if this committee has the ability to manage the ILOs and common course outlines so it is clear.

#### ii. List of Courses Being Assessed

#### iii. Status Update

b. Tracking ILO Outcomes as they tie to courses at NCTC - Next AASC Meeting - 2/6/13

c. ILO Assessment - 2013-2014 - tabled

## 3. New Business

## 4. Any Other Business

## 5. Next Meeting

# Action Items

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- ...
- ...

# Future Meeting Agenda Items

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- Program Assessment Form
- Program Assessment Results
- Update APR site

# Meeting Schedule 2012-2013

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*Distance Ed. Committee – all at 3:00 PM (mostly Wednesdays/ one Tuesday)*

- Wednesday, 9/19/12
- Wednesday, 10/31/12
- Wednesday, 11/28/12
- Tuesday, 12/18/12
- Wednesday, 1/30/13

- *Wednesday, 2/27/13*
- *Wednesday, 3/20/13*
- *Wednesday, 4/24/13*