



Assessment & Program Review Committee Meeting Agenda & Minutes - 1/22/14

3:00 PM - 4:30 PM, January 22, 2014 | Location: Polycom: EGF, Rm 301; TRF, Rm 662

Agenda

1. Review/ Approve Minutes
2. Sub-committee reports
 - a. Brian, Brian & Karl: Updating the assessment info on the NCTC web pages
 - b. Brian, Jodi & Beth: Updating the D2L APR site and plan for archiving data
3. Program Review – discuss possible revisions to plan/process/template
 - a. Inclusion of program curriculum map with alignment of ILO, PLO & CLO information
 - b. Program Assessment Plans and relationship to Program Review Process
4. Liberal Arts Program Review and Assessment
5. Reminders: Dates, information & submission processes for Program Assessment, ILO Assessment, and Program Review
6. Upcoming meeting: Discuss committee mission, scope and purpose for next year and beyond. Discussion: should we schedule a longer or face-to-face meeting for this?
7. Next Meeting: Feb. 19, 3:00 PM

Attendees

Beth McMahon, Jodi Stauss-Stassen, Carey Castle, Andy Mueller, Brian Huschle, Karl Ohrn (Andy had to depart early for class).

Note-taker

Karl Ohrn

Minutes

Despite the cancellation of classes this day due to poor weather, the meeting was conducted via online format (Zoom Meeting Platform).

1. Minutes from the last meeting were approved.

2.a. Karl provided a report from the subcommittee reviewing the Assessment/Quality website on Employee Central. Much of the information is outdated and it was recommended that some information be removed altogether. Following discussion, it was decided to document everything currently on the website and then remove it. It was determined that the information is largely a duplication of the Assessment and Program Review area in D2L.

2.b. The plan for archiving data is still being considered/discussed. More information to come on this.

3. Since there was limited time available and many committee members could not attend due to the weather, we departed from the agenda and discussed the role of the Assessment and Program Review Committee in general. We will resume with these agenda items in the next meeting.

Action Items

- Karl to work with Chad Sperling to document contents of Assessment/Quality website and remove it from the web

Future Meeting Agenda Items

-

Meeting Schedule 2013-2014

Assessment & Program Review Committee – all at 3:00 PM

<i>Day</i>	<i>Date</i>	<i>Time</i>
<i>Tuesday</i>	<i>Oct. 29</i>	<i>3-4:30</i>
<i>Tuesday</i>	<i>Nov. 19</i>	<i>3-4:30</i>
<i>Tuesday</i>	<i>Dec. 17</i>	<i>3-4:30</i>
<i>Wednesday</i>	<i>Jan. 22</i>	<i>3-4:30</i>
<i>Wednesday</i>	<i>Feb. 19</i>	<i>3-4:30</i>
<i>Wednesday</i>	<i>Mar. 19</i>	<i>3-4:30</i>
<i>Wednesday</i>	<i>Apr. 16</i>	<i>3-4:30</i>
<i>Thursday</i>	<i>May 8</i>	<i>3-4:30</i>