



Assessment & Program Review Committee Meeting Agenda & Minutes - 4/16/14

3:00 PM - 4:30 PM, April 16, 2014 | Location: Polycom: EGF, Rm 301; TRF, Rm 662

Agenda

1. Review/Approve Minutes
2. **Deadlines & Reminders** (Dates, information & submission processes for Program Assessment, ILO Assessment, and Program Review)
3. Updated APR shell – feedback on changes requested
4. ILO Assessment Follow-up – review prior year results to set goals/targets for future
5. Curriculum Mapping: How do programs document that all ILO or PLO are covered?
6. Other
7. Next Meeting: May 8, 3:00 PM

Attendees

Carey Castle, Jodi Stauss-Stassen, Brian Huschle, Beth McMahon, Peggy Rogers, Brian Suckow, Jeff Bell, Karl Ohrn

Note-taker

Karl Ohrn

Minutes

1. Minutes from the last meeting were approved.
2. **Deadlines & Reminders**

Karl re-sent ILO Assessment instructions to faculty. Need to send reminder on annual program assessment reports and tell faculty to submit reports in dropbox. Deadline is May 31st on annual calendar. Ask Lori to update this on the Faculty Reports Calendar & Reminder List (Program

Assessments submit to Dropbox). Also have her include dates for annual training on this as well.

3. Updated APR shell: Updates have been completed. Changes look good, we'll have to test-drive to make sure they work.

4. ILO Assessment Follow-up: We are not closing the loop on the assessment process; we have data, but don't know what it's telling us. Once data is in for this year, we can focus on writing a report addressing baseline for those ILOs being assessed for the first time and can compare two years of data on the Comm ILO.

5. Curriculum Mapping: Some programs have completed this because it's required for accreditation (included in their accreditation reports). Looked at Riverland CC's program; they have mapped out their Business program. Part of summer project for Brian and Jodi is to develop a new Program Review plan that includes a curriculum map.

6. Agenda for next meeting: Focus on task outline for next year; determine due dates for these tasks and report to Lori to update on calendar. Determine what to do at the fall in-service.

7. Meeting Adjourned. Next meeting will take place May 8th.

Action Items

Future Meeting Agenda Items

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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>