



Assessment & Program Review Committee
Meeting Agenda – 11/18/2015

2:00 PM - 4:00 PM, November 18th, 2015 | Location: Polycom: EGF, 149; TRF, Rm 601

Meeting Main Topics

- Global and Civic Responsibility Rubric
- Program Reviews for 2014-2015 status report
- January in-service presentation
- Master Grid for ILO completion

Agenda

1. Approve Minutes
2. Last Meeting Follow-up
 - a. Global and Civic Responsibility Rubric update (Brian)
 - b. Master Grid (Peggy)
 - c. 2014-2015 Annual Program Assessment update (Karl)
 - d. 2014-2015 Comprehensive Program review update
Carpentry (Peggy)
TRF Welding and Unmanned Aircraft Systems Maintenance Tech (Carey)
 - e. Data hub for program review and annual assessment (Karl)
 - f. January in-service presentation
3. Comprehensive Program Review Update: 2015-2016 (Brian Huschle & Carey)
 - a. Auto Body Collision
 - b. Early Childhood & Paraprofessional
 - c. Electronics Technology
 - d. Liberal Arts & Sciences
 - e. Medical Administrative Programs
 - f. Surgical Technology
4. Annual Program Assessment: 2015-2016
 - a. First email notice
5. Any Other Business
 - a.
6. Next Meeting: December 9th, 2 PM, Location EGF – 149 / TRF - 601

Attendees

Present: Peggy Rogers, Cassie Hilts, Brian Huschle, Carey Castle, Mike Curfman, Jeff Bell

Note-taker

Jeff Bell

Minutes

- 1) Global and Civic and Responsibility Rubric still in progress, Brian H. and Mike will work on it after the meeting, along with Jeff and Cassie. Changes will be sent to Brian S. and Gabe who will also be working on the rubric.
- 2) Peggy went through the programs and mapped them to determine how they were assessing the ILO's. Now have a working document, but may not be doing a great job of assessing. Not all programs have identified what courses are addressing ILO's. Has only done it for AAS degrees, but Peggy will go back and do it for Diploma and Certificate programs.

For example, in Aerospace there isn't a course identified for Critical Thinking. Need to find program courses that were identified to assess ILO's. Jeff will go through in add in information for what was reported in the past so that we know which programs assessed which courses. Jeff will send out the updated list by the end of the week.

Carey asked if we will doing something similar for program reviews. Brian stated that we already have a mapping document that was produced when we reworked the program review reporting document.

- 3) Program Assessment, Karl has the list of what programs still haven't turned in their program assessments.
- 4) Program Reviews, the report for Carpentry still needs to be turned in. Brian will touch base with Loren. Unmanned is complete and Curtis will be sending it to Carey. Joel is still working on Welding.
- 5) Update of new Program reviews, all the programs that need to submit program reviews this year have meet with appropriate administrators.
- 6) Annual Program Assessment. Deans will send out remainder email in January about annual program assessment.
- 7) Question on how data hub is going for faculty completing program review. Karl has an update for that, which he can deliver in our next meeting.
- 8) January Inservice agenda, currently there is a common course outline break out session and a program assessment review break out session.
- 9) Jodi will no longer be serving on this committee
- 10) Carey asked about DACUM, we will put this on the agenda for the December meeting. Carey will see if he can get someone to come and present to the meeting in December.

Action Items

- Karl--Provide list of programs that have not completed annual assessments for 2014-2015
- Deans--Follow-up with Carpentry and TRF Welding for 2014-2015 Program Reviews
- Continued work by subcommittee on Global and Civic Responsibility rubric

Future Meeting Agenda Items

- Update on "data-hub" for faculty completing program reviews
- Participation in January inservice
- DACUM presentation

Meeting Schedule 2015 - 2016

Assessment & Program Review Committee – all at 2:00 PM

EGF – Room 139 / TRF Room 601

<i>Day</i>	<i>Date</i>	<i>Time</i>
<i>Wednesday</i>	<i>September 23rd</i>	<i>2:00-4:00</i>
<i>Wednesday</i>	<i>October 21st</i>	<i>2:00-4:00</i>
<i>Wednesday</i>	<i>November 18th</i>	<i>2:00-4:00</i>
<i>Wednesday</i>	<i>December 9th</i>	<i>2:00-4:00</i>