



Meeting Name: Joint Assessment & Program Review and HLC Assessment Academy Team Committee

Date & Time: March 20, 2019 3:00 – 5:00 PM

Campus & Room # EGF 301/ TRF 461B / AC15 / WebEx

Committee Minutes

Attendees: Brian Huschle, Jodi Stassen, Mike Curfman, Mary Fontes, Zackary Nicklin, Brian Suckow, Jeff Bell, Deb King and Peggy Rogers

Absent: Justin Berry and Stephen Nelson, Curtis Zoller

Topic	Responsible Party	Discussion/Outcome
Call to order		
1. Approve Minutes		February minutes approved
2. 2018-2019 5 year Program Review		<p>Committee Feedback for submitted reviews:</p> <p>Drafts submitted: Architectural Technology – (submitted to Brightspace) Jeff B Nursing-Practical – (submitted to Brightspace) Zack N Respiratory Therapist –(submitted to Brightspace) Deb K Business AS – (submitted to Brightspace)</p> <p>Farm Operations Management – Justin HVAC-Heating, Ventilation & AC – Brian S – Not yet submitted; Brian S. will follow-up with a reminder and then email Brian H. Commercial Vehicle Operator – (on hold) Peggy R</p>



3. Annual Program Review		Brian H. will send out a reminder the first week of April. Due May 31 st .
4. ILO Reminder		Due May 17 th , 2019 (Communication & Personal Development) Some submissions already in D2L. Peggy will email pdf's of those submissions to Brian H. and he will provide to intern for entry. Peggy is asking if we can cross-reference what has and has not been submitted to date, so the email reminder will go out only to those that have not yet completed. Brian will check on this.
5. ILO Revision		<p>1. Critical Thinking background – Brian Brian shared his ideas as to why our struggles for this ILO; It was a lot to digest in a philosophical way, so we will just sum this up as One challenge in our state is that with critical thinking as a MN transfer goal area, is ambiguous. Philosopher side and “our” side; need to remain within transfer curriculum definition</p> <ul style="list-style-type: none"> • Identify the problem • Determine strategy/solution • Execute strategy • Evaluate outcome <p>2. ILO Critical Thinking</p> <ul style="list-style-type: none"> a. Critical Thinking – definition DRAFT DONE b. Critical Thinking – criteria DRAFT DONE <p>3. ILO Community and Global Responsibility</p> <ul style="list-style-type: none"> a. Community and Global – definition DRAFT DONE b. Community and Global – criteria DRAFT DONE <p>4. Faculty Survey</p> <ul style="list-style-type: none"> a. Review Peggy and Jodi created a simple survey to submit to faculty, reminding them that this is a “one-size-fits-all” approach and to keep that in mind as they provide feedback. The survey consists of three questions. Survey will be sent out by the



		<p>end of this week. Submission only of definitions for the two ILO's to Andy Mueller will be the 17th of April, prior to the April AASC meeting which is April 23. Draft of rubrics itself will not be submitted.</p> <p>Next Steps:</p> <ol style="list-style-type: none"> 1. ILO definitions and criteria will be shared within the survey for both Critical Thinking and Community & Global Responsibility
6. Other		<ol style="list-style-type: none"> 1. ILO training at in-service for new faculty <ol style="list-style-type: none"> a. This will be tabled until after the faculty survey results are reviewed. 2. ILO work for 2019-2020 <ul style="list-style-type: none"> Information and Applied Technology Personal Development Communication 3. Jodi will pdf feedback related to assessment academy which in turn is related to the ILO revision process. 4. Jodi will create the share-point documents for the ILO work needed for 2019-2020. Work on criteria for these as time becomes available.
7. Adjourn		Meeting adjourned at 4:35 p.m.

2018 – 2019 Meeting Schedule			
<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>
March 20 th , 2019	Wednesday	3:00-5:00 PM	EGF – 301 / TRF – 461B/ WebEx



<i>April 17th, 2019</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461B/ WebEx</i>
<i>May 15th, 2019</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461B/ WebEx</i>