



Meeting Name: Joint Assessment & Program Review and HLC Assessment Academy Team Committee
Date & Time: November 20th, 2019
Campus & Room # EGF 301 / TRF 461F

Committee Minutes

Attendees: Brian Huschle, Jodi Stassen, Mike Curfman, Mary Fontes, Jeff Bell, Deb King, Brian Suckow, Peggy Rogers (APR chair)

Absent: Stephen Nelson, Zachary Nicklin, Curtis Zoller, Justin Berry

Topic	Responsible Party	Discussion/Outcome
Call to order		
1. Approve Minutes		
2. HLC updates		HLC Site visit recap – <ul style="list-style-type: none">Brian provided a recap of the report. The report will be accepted with comments to Intuitional Actions Council.Next steps will be identified when final determination is received.
3. Program Assessment updates		Accounting – pushed back to 2020/2021 (New Instructor) Administrative Assistant – pushed back to 2020/2021 (Program changes currently in the works) Carpentry – pushed back to 2020/2021 (Instructor completing tenure requirements) Construction Plumbing – Jeff B. No new updates. Welding TRF – Brian S. No new updates. Pharmacy Technology – Deb K - Danika requested an extension – approximately two months, due to program site visit in January. Unmanned Aircraft Systems Maintenance Technician – Peggy R. No new updates.



4. ILO #5		ILO #5 Personal Development <ul style="list-style-type: none"> Proposed definition: Students exhibit professional and personal growth behaviors Proposed scoring criteria listed; will review again during December meeting.
5. Spring In-service		APR role at spring in-service <ul style="list-style-type: none"> 3 sessions at 30 minutes each – present three revised ILO's to faculty. Cross representation of Campus/Divisions/departments will be considered for working groups. Large group intro to assure everyone is on same page. Curtis and Julie will take care of handouts. Peggy will put together docs and share during December meeting.
6. Other		
7. Next meeting		December 18 th <ul style="list-style-type: none"> ILO #1 Communication
8. Adjourn		Adjourned at 4:50 PM

<i>2019 – 2020 Meeting Schedule</i>			
<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>
<i>November 20th, 2019</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461F</i>
<i>December 18th, 2019</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461F</i>
<i>January 15th, 2020</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461F</i>
<i>February 19th, 2020</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461F</i>
<i>March 18th, 2020</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461F</i>



<i>April 15th, 2020</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461F</i>
<i>May 20th, 2020</i>	<i>Wednesday</i>	<i>3:00-5:00 PM</i>	<i>EGF – 301 / TRF – 461F</i>