



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

Date & Time: December 18th, 2019

Campus & Room # EGF 301 / TRF 461F

Committee Minutes

Attendees: Brian Huschle, Jodi Stassen,(in at 4 p.m.) Mike Curfman, Curtis Zoller, Mary Fontes, Jeff Bell, ~~Justin Berry~~, Deb King, Brian Suckow, Peggy Rogers (APR chair)

Absent: Stephen Nelson, Zachary Nicklin, Justin Berry

Topic	Responsible Party	Discussion/Outcome
Call to order		Peggy included a one-page document in Teams that displays all ILO's, current and proposed definitions and scoring criteria which will be disbursed during in-service. This document keeps everything we have worked on to date all in one document.
1. Approve Minutes		
2. ILO #1		ILO #1 Communication -definition -criteria *Template located in Teams UPDATED: Scoring criteria complete and located in Teams.
3. Spring In-service		APR role at spring in-service ➤ Brian will provide a brief overview of the ILO work to completed in the



		small groups ➤ Committee will split with a faculty/administrator with each group. ➤ Curtis – two large spaces will be available for ILO groups. The large group will be divided into 5 smaller groups with faculty from technical, health division, trades, and liberal arts represented. Curtis will ask about options for smaller spaces ➤ Faculty will be provided a badge upon entry. The badge will have a “letter” that will represent where they will be meeting.
4.		
5. Other		
6. Next meeting		January 15 th , 2020

<i>2019 – 2020 Meeting Schedule</i>			
<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Room</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>

