

MINUTES OF THE ASSESSMENT COMMITTEE MEETING
November13, 2009 MB 2J5

Dr. Steve Shore called the meeting to order at 1:34 PM without a quorum.

Voting Members in Attendance: Ms. Catherine Kinyon, Dr. Jo Ann Cobble, Ms. Bertha Wise, Mr. Yuthika Kim, Ms. Sara Mathew, Mr. Germain Pichop

Absent Voting Members: Mr. Brent Stafford, Mr. Markus Smith, Mr. Mark Schneberger, Dr. Kristy Bailey Mr. Chris Oehrlein, Mr. Tim Green, Ms. Beverly Schaeffer,.

Non-voting Members in Attendance: Greg Gardner, Ms. Barbara King, Dr. Janet Perry, Dr. Susan Tabor, Ms. Susan VanSchuyver, Mr. Tom Ashby, Dr. Jim Schwark

Absent Non-voting Members: Dr. Molly Henderson, Ms. Joyce Morgan-Dees, Mr. Jon Inglett, Mr. Max Simmons,

Agenda Item 1: Dr. Schwark presented the assessment process in the Business area.

- Most of the programs/options fall under the regulations required by the accreditation of The Association of Collegiate Business Schools and Programs (ACBSP).
 - This accreditation membership sets standards to ensure quality regardless of program and aid in the transfer process. All but three colleges in Oklahoma have this national accreditation.
 - All core courses are reviewed fall and spring. Data is to be reviewed and any weakness addressed. The assessment team is made from faculty from various options. Program faculty determine and embed assessments within core coursework. Part of maintaining accreditation with ACBSP is demonstrating the collection of data, scrutiny of that data, and making appropriate changes where needed based on this data and analysis.

Agenda Item 2: Mr. Tom Ashby presented the assessment process in the Information Technology area.

- The IT area has three programs—one AS and two AAS. Much of IT's assessment process is based on clear outcomes for assessment. There are many options under each program. One AAS has outside accreditation through the Accreditation Board for Engineering and Technology (ABET). This program also assesses its program through a portfolio.

Upcoming Meeting Dates:

Meetings will be moved to Tuesdays at 3 in spring semester.

Discussion:

Dr. Aquino has submitted OCCC's application to the HLC Assessment Academy. The chairs of each assessment committee form the Student Learning Council (SLC). The SLC discussed updates on each committee and future directions. The full meeting of the SLC will meet during the spring planning and prep week.

- ELAC reported impending changes in the math placement test
- Gen Ed reported the need for more faculty participation in artifact contribution and the further refinement of the process.
- AOAC reported the revision of handbook, the committee's involvement in program assessment evaluation, the review of academic outcomes assessment of programs of a program in the year prior to a program's 5 year review and development of better information for faculty use to aid in their assessment needs.

Adjournment:

Meeting adjourned at 3:10 pm.