

Due to a meeting called by President Albritten for 2:30, this meeting was held from 2 to 2:20.

Status of Program Review - Dr. Stewart

From an academic/student learning perspective, program reviews should have 5 things:

1. defined student learning outcomes
2. a description of how the outcomes are measured
3. expectations or benchmarks for achievement of the outcomes
4. results of the measurements
5. use of results for improvement

Dr. Stewart reviewed the program information in SPOL looking for those 5 things. He generated reports for each program and made notes on the reports. His office created a table showing programs and which of those 5 things were in SPOL. No program had use of results in SPOL since SPOL did not have a place for it until recently. The table was shown to committee members and is located in the Sept. Meeting folder in the committee Canvas site. His reports with his notes were distributed to program representatives in attendance. All programs need to have all 5 things in SPOL for 2011-2012 by no later than noon on Friday, October 19th. Programs/departments are responsible for getting the information into SPOL.

Reminder of Purpose and SACS COC Recommendation - Scott Vanselow

The purpose of program level assessment is to improve programs. Yes, it is a SACS COC requirement but it is so because it is an important and valuable thing to do. Assessment is not done “for SACS” or “for Institutional Effectiveness” or “for the Student Assessment Committee”, it is for you, for program improvement, and for student success.

What needs to be done - Scott Vanselow and Dr. Hibbard

All degree and certificate awarding programs need to get everything into SPOL for 2011-2012. There are resources in the Canvas site, including SPOL directions, sample outcomes, and sample items.

There was discussion about the AA program. Dr. Koupelis expressed concerns about being able to do this kind of review for the AA program from scratch.

Syllabus Review - Scott Vanselow

Two syllabus proposals have been received for review. Check the procedure in the Canvas group site for information.

Attendance:

Present	Absent	Excused
Amy Trogan Caroline Seefchak Dennis Fahey Don Ransford Doug Magomo Doug Nay Eileen DeLuca Elaine Schaeffer Eric Seelau James Mayhew Jane Bigelow Jeff Ziomek Jo Ann Lewin	Chitra Paul Victor Deb Howard Denise McNulty Dennis Disarro Don Warren John Meyer Marty Ambrose Maria Cahill Marie Collins Max al-Suleh Rodney Dennison Stacey Brown Susan Holland	Erin Harrel Jeff Davis Jeff Elsberry Kathy Clark Katie Paschall Tina Ottman Tom Rath

Joyce Rollins Karen Molumby Kathleen Lanigan Kim Gresham Martin Tawil Mary Conwell Mike Nisson Myra Walters Peggy Romeo Richard Worch Rona Axelrod Russell Swanson Sabine Eggelston Sam King Scott Vanselow Stuart Brown Theo Koupelis		
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