

DACC NCA-HLC Self Study
Criterion 3: Student learning and effective teaching
Committee Meeting Minutes
October 24, 2006 2:30 p.m.
TC Rm 135

Present: Jeff Hutton, Maurice Miller, , Lori Jones, Ted Gallagher, Cathy Bolser, Ben Jung, Tom Szott

Absent: Tim Bunton, Becky Osborne, , Brian Fink, Margie Arlington, Shelby May

Guests/Resource Persons: None

Introductions: Jeff opened meeting

Agenda/Objectives: Set forth plan of action for compiling data and resources. ***Our committee must focus on numbers and data, others will write chapter assessment.***

Core Component:

Discussion Summary:

- 1.) Jeff will create a pyramid for criterion 3 data collection: This will include Mission, departments, courses, etc.
- 2.) Jeff will no longer be committee advisor due to NIMS certification. Randy will appoint new criterion 3 leader.
- 3.) Outcomes must clearly be stated for each program.
 - a. Are goals clearly stated?
 - b. Where are they stated?
 - c. Do goals make effective assessment possible?
 - d. Must critique all levels: course, program, and institutional
- 4.) Must focus on both skill component/academic component
- 5.) Committee has decided to focus on each Core Component as a team before moving to next component. We will begin with Component C 3-A.

Assignments:

Becky: Check websites for self-study information and what data is available

Lori: Request Assessment information from Dept. Heads./ start downloading course syllabi from web site for each course offered at DACC.

Jeff: Create Mission Statement Graph (how follows through program level).

Problem Areas:

New instructors are not provided with assessment book that lists assessment types available for their use. Jeff is having a copy of book made for each member of the committee.

Final Draft: Due October 2008

Next Meeting: Nov. 7, TC Conference Room