

COMMITTEE:	Assessment (CARC)
MEETING DATE:	Friday, August 28, 2015 9:00 am
MEETING LOCATION:	SSTC 120

<b>Committee Members:</b> <i>"A quorum of four (3) voting members (vm) present is required for action"</i>	8/28/15 Process, Timeline, PA & Core			9/11/15 PA Plans Report Due			9/25/15 Write PA Report & Gather Core Data			10/01/15 Draft PA Report Due & Request Core Data for NMHED			12/04/15 Final PA Report & Core Plans Due			01/29/15 Core Course Report DUE Feb 1st			02/26/15 Request & Work on PA Results & Core Report			03/25/15 Discuss & Generate Reports			04/29/15 Submit Final Report for PA & Core					
	E	A	P	E	A	P	E	A	P	E	A	P	E	A	P	E	A	P	E	A	P	E	A	P	E	A	P			
Dr. Frank Amankonah, <b>vm</b>			X																											
Dr. Sylvia Andrew, <b>vm</b>			X																											
Coleen Arviso, <b>chair</b>			X																											
Ann Jarvis, <b>vm</b>			X																											
Tom Kaus, <b>vm</b>			X																											
Frank Loera, <b>vm</b>			X																											
Vickie Olson, <b>vm</b>	X																													
Marie Quiahuitl Julienne, <b>Ex-Officio</b>			X																											
PA=Program Assessment																														

**AGENDA:**

1. **Action** – Approval of August 28, 2015 Agenda
2. **Discussion:** Assessment Program and Core Level Course Process and Review – Website?
3. **Discussion:** Internal Assessment Plan and Reports & Timeline - Draft Due October 1<sup>st</sup> and Final Report Due December 23, 2015
  - UNMG Assessment Website: <http://www.gallup.unm.edu/vert/faculty-staff/assessment.php>
  - Refer to Program Assessment Report on Assessment Website. All the Program Assessment Plans are submitted and ready for review.
    - AA Business Administration
    - Bookkeeping Certificate
    - Organizational Management Public Administration (OMPA) Certificate
    - Entrepreneur Certificate
    - Automotive Certificate
    - AA Criminal Justice
    - AA Criminal Justice Corrections
    - Barbering Certificate
    - Cosmetology Certificate
    - Welding Technology Certificate
    - AAS Collision Repair Technology
    - Dental Assisting Certificate
    - Assessment of Student Learning Plan
    - MLT Program Assessment Plan
    - CNST AAS degree
    - CNST Carpentry
    - DRFT Assessment
    - CNST General Construction
    - CNST Electric Trades
    - IT assessment

4. **Discussion:** Course Level Plans and Report and Timeline: NMHED Report Due February 1, 2016
  - Dr. Sharma submitted CHEM 111 (Not on Website)
5. **Discussion:** – Tk20 – What, where, when, how?
6. **Discussion:** – UNM Institutional Assessment Day (IAD): Refer to Brochure
  - UNM Gallup campus: October 20-21, 2015 from 9am to 4:30pm
  - Already requested for 2 computer labs and 2 classrooms
  - Found a ACT Workkeys Certified Proctor – Angelica Lancer
  - ACT CAAP, Online Surveys
  - Helpers: We will need one person in each room, to help the students sign in, distribute the tests, make sure no one cheats, and collect the tests at the end.
  - IDA website will be created as a resource and reference
7. **Announcements/Other:**
  - Assessment Trainings?
8. **Adjourn:**