## Committee Members:
"A quorum of four (3) voting members (vm) present is required for action"

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### AGENDA:

1. **Action** – Approval of August 28, 2015 Minutes
2. **Action** – Approval of September 11, 2015 Agenda
3. **Discussion:** Assessment Program and Core Level Course Process and Review – Website?
4. **Discussion:** Review of Recommendations for each Program Assessment Plan

**Program Name and Committee Members assigned to review Program Assessment Plans.**

- AA Business Administration – Dr. Frank Amankonah, Dr. Sylvia Andrew, Ann Jarvis
- Bookkeeping Certificate - Dr. Frank Amankonah, Dr. Sylvia Andrew, Ann Jarvis
- Organizational Management Public Administration (OMPA) Certificate - Dr. Frank Amankonah, Dr. Sylvia Andrew, Ann Jarvis
- Entrepreneur Certificate - Dr. Frank Amankonah, Dr. Sylvia Andrew, Ann Jarvis
- Automotive Certificate - Dr. Frank Amankonah, Dr. Sylvia Andrew, Ann Jarvis
- AA Criminal Justice – Dr. Frank Amankonah, Dr. Sylvia Andrew, Ann Jarvis
- AA Criminal Justice Corrections - Coleen Arviso, Tom Kaus, Frank Lorea
- Barbering Certificate - Coleen Arviso, Tom Kaus, Frank Lorea
- Cosmetology Certificate - Coleen Arviso, Tom Kaus, Frank Lorea
- Welding Technology Certificate - Coleen Arviso, Tom Kaus, Frank Lorea
- AAS Collision Repair Technology - Coleen Arviso, Tom Kaus, Frank Lorea
- Dental Assisting Certificate - Coleen Arviso, Tom Kaus, Frank Lorea
- Assessment of Student Learning Plan – Coleen Arviso, Tom Kaus, Frank Lorea
- MLT Program Assessment Plan - Vickie Olson, Marie Quiahuitl Julienne
- CNST AAS degree - Vickie Olson, Marie Quiahuitl Julienne
- CNST Carpentry - Vickie Olson, Marie Quiahuitl Julienne
- DRFT Assessment - Vickie Olson, Marie Quiahuitl Julienne
- CNST General Construction - Vickie Olson, Marie Quiahuitl Julienne
**IMPORTANT NOTE:** DUE BY: 09/11/2015 by 9:00 am – please bring electronic and printed copy.

5. **Discussion:** Course Level Plans Report for Dr. Sharma submitted CHEM 111 (Not on Website).

6. **Discussion:** – Tk20 – What, where, when, how?

7. **Discussion:** – UNM Institutional Assessment Day (IAD)
   - 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

8. **Announcements/Other:**
   - Assessment Trainings?
   - Program of Study?

9. **Adjourn:**
   Next Meeting: