

Assessment Committee
April 25, 2005

Summary Notes

Members Present:

Paul Matney, Mark Rowh, Susan Burgoon, Dan Ferguson, Joe Gandy, Jill Gibson, Ann Hamblin, Wendy Poling, Dr. Jim Powell, Mark Usnick

Members Absent:

Danita McAnally, Sheryl Mueller, Damaris Schlong

Others Present:

Ann Usrey

Overall Committee Charge:

The charge given to the committee was to develop student outcomes assessments for the instructional component of Amarillo College. Additional committee charges are to propose service or learning goals, to select appropriate methodologies for measuring the goals, and to use data to recommend improvements.

Jim Powell asked whether or not Supplemental Instruction could be used as an assessment tool.

Review General Education Requirements:

The committee reviewed the SACS general education requirements as outlined in the SACS Comprehensive Standard (3.5.1) and the SACS Core Requirements (2.7.3). The committee also reviewed the 42 to 48 hour general education requirement of the Texas Higher Education Coordinating Board.

Review AC General Education/Core Requirements:

A copy of the AC general education/core requirements from page 44 of 2004-2005 catalog was distributed to committee members. Paul Matney reported that an evaluation of the Amarillo College general education core curriculum was submitted to THECB on October 1, 2004. The Coordinating Board staff should complete their evaluation of our report sometime during Summer 2005.

Components of Institutional Effectiveness:

The committee discussed the various components of institutional effectiveness such as program review, PET forms, faculty self-evaluation, chair evaluation, student evaluations, and outcomes assessment (instructional and non-instructional).

AC General Education Competencies:

Committee members were given a copy of the Amarillo College general education competencies as presented on page 44 of the Amarillo College catalog. Discussion ensued regarding the wording of these competencies and whether or not some of the

competencies could be combined. Committee members were asked to determine if the verbs used in the competencies were appropriate and if the competencies could be measured.

Review Selected PET Forms

A sample of best practices PET forms was handed out for the committee to review. Committee members discussed the importance of having at least one non-grade-based PET goal for each program. Departmental PET Forms may be accessed online.

Review ETS Academic Profile:

Two hundred Amarillo College students who will graduate with a degree or certificate in May 2005 were sent a letter asking them to take a two-hour assessment of general education competencies. All students completing the assessment will be given a \$10 gift certificate to Hastings Books and Records and will be entered in a drawing for an IPOD. The general education assessment being piloted is the ETS Academic Profile. A sample of the assessment was provided for committee members to review. This assessment is designed to allow us to compare our graduates' knowledge of general education competencies with graduates of other institutions.

Immediate Task:

Matney asked committee members to begin working on the following immediate tasks:

1. Are our general education competencies appropriate?
2. Are our general educational competencies worded in such a manner that they can be measured?
3. Should any of the general educational competencies be combined?

Committee members agreed to meet once in June and once in August, and then be prepared to make a recommendation to the Academic Affairs Committee concerning an appropriate methodology to evaluate general education competencies. The committee will recommend how general education competencies should be evaluated (outcomes assessment).

Members were reminded that the assessment committee is a standing committee and will meet on a regular basis. Once general education assessment is determined, the committee will then turn its attention to course and program assessment.

Assign General Education Competencies Teams to Review the GEC:

Committee members volunteered to take one general education competency to see if the wording could be improved to allow for measurability.

Several additional handouts were distributed.

The committee adjourned at 3:30 pm.