

## **ATU Ozark Assessment Minutes**

*June 18, 2014*

*Present:* Ron Hutain, Debbie Wofford, Ester Leonard, Sara White, Rachel Whitman, Bruce Sikes

*Next meeting:* August

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### **I. Announcements**

Assessment Chair, Ron Hutain handed out the previous minutes. The agenda was also passed out. Mr. Sikes reviewed the new checklist for instructors and said it looked good but would like the new assessment coordinator of the Russellville campus, Dr. Monica Varner, to review it before we implement it.

### **II. Discussion**

Dr. Varner had indicated that she has reviewed the industry side of our submission to the TracDat software, and it looks adequate. Mr. Sikes indicated that we now need to work on the nonacademic side of assessment.

Data for our school is inputted by program chairs on the Tracdat software. Ron handed out a sheet of paper that reflected all of our programs of study and a check off of those that are inputting data and also those program areas that need updating. Mr. Sikes wants us to make sure our institution is linking our data and making changes in our program after our assessments are entered.

Additional discussion consisted of a reminder thru Rachel Whitman that our nonacademic data needs to be updated. Rachel will work with the officers and set a date in July to go over the mission, goals, and assessments.

Ron, the assessment chair, reminded the committee that previous faculty workshops and one-on-one assignments to work with new faculty members had proved productive. Therefore, we will be setting up another workshop for faculty at a later date.

Dr. White asked about the general studies assessment data. Mr. Sikes understood that area is tracked and measured thru the Russellville campus, but we will also need to think about addressing the AAS side of it for assessment but will put this later on our time schedule.

Brenda Shoop will be notified to send out a notice to all faculty program chairs to enter their assessment data and updates, etc., by the August 1 deadline that has been set.

### **III. Adjournment**

The meeting adjourned at 2:10 p.m.