

**Arkansas Tech University – Ozark Campus  
Assessment Committee Meeting Minutes  
October 8, 2009**

**Members Present:** Sherry Brown, Ron Hutain, Ester Leonard, Pat McCreary, and Debbie Wofford.

**Absent:** Bruce Sikes

The meeting began at 4:15 p.m.

Ron Hutain began the meeting by demonstrating an assessment program that could be used as a substitute for power point. As a tool for assessment this program holds question files, gives immediate feedback, and can display student answers as a method to promote attention in class. A function key at the teacher station helps the instructor to organize results in their preferred format. This assessment program could be used in any computer lab class situation.

Terms of the assessment members will be determined at a later meeting.

The progress of the 2009-10 assessment goals has gone well. Those entered in TracDat include: HVACR, Business, Adult Education, and Welding. The Program Assessment Form with the first two columns complete will be useful in the future and should be in soon. Results should be compiled by September 1, 2010, for the 2009-10 school year with all four columns of the form complete.

Nonacademic assessment student surveys need to be completed by Thanksgiving break in order to capture this semester student views. This is a North Central requirement and would begin a continuous feedback of new/current students on a semester basis.

Sherry Brown gave a report from the Arkansas Association for the Assessment of Collegiate Learning Spring Conference held at UAMS last April. A lot of valuable information was given to aid with assessment for both academic and non-academic aspects of post-secondary education.

The meeting adjourned at 5:15 p.m.