

**Arkansas Tech University – Ozark Campus
Assessment Committee Meeting Minutes
July 6, 2006**

Members present: Ron Hutain, Ester Leonard, Debbie Wofford, Patricia McCreary and Sherry Brown.

Minutes from the prior meeting were not available.

A report of the Russellville Assessment committee meeting was given by Ron Hutain.

A monitoring report was sent at the end of June to North Central from the Russellville campus to clarify assessment. The next comprehensive visit by North Central will be in 2010. Copies need to be given to Ron Hutain of the data collected thus far in one document for ease of use. Jackie Pyron, business secretary, will collate the data that is already turned in.

Information gathering responsibilities were outlined as follows:

BT, BTM and Banking Option - Debbie Wofford

PN and EMT - Ester Leonard

Cosmetology, CIS, Welding, and CRT - Pat McCreary

ACR, AST and ICS - Ron Hutain

Adult Education and General Education - Sherry Brown

A deadline of mid-September was decided for completion of the three assessment goals.

A document from the Higher Learning Commission was given to the committee members by Ron Hutain that outline five questions that were the basis for the workshop held in Chicago he attended. These questions give the bottom line of assessment and need to be emailed to each faculty member.

The Assessment Committee will meet again following the presentation by Dr. Seibert that is tentatively scheduled for August 16 in the Williamson Dining Room.