

Institutional Effectiveness Update
From the Offices of IR (Lois Puffer) and Assessment/Outcomes (Deb Campbell)
May, 2011

I. Operational plans for 2009-2010

Plans have been received and are posted on the Point for the following: Academic Services, Allied Health, Assessment and Outcomes, eLearning, Heritage/Humanities, Occupational Technology, Science/Math, UCM and Workforce.

II. Assessment and Outcomes committee

The last meeting of the year focused on a progress report from the Distance Learning task team and a follow-up report from senior leadership regarding the committee recommendations made this year. For detailed information, access the Point under the Assessment and Outcomes folder, select the committee folder for 2010-2011, and open the May meeting minutes.

III. Assessment and Outcomes awards

Four certificates of excellence were awarded at the May faculty meeting to:

Janie Richie

Outstanding Work and Effort on Course Assessments

Tom Neace

Outstanding Work and Effort on Program review

Cathy Branson

Outstanding Work and Effort on Operational and Assessment planning

Lisa Maggard

Outstanding Work and Effort on the Assessment and Outcomes Committee

IV. Program Reviews

Reminders were sent to Program Coordinators to complete all of the sections of the reviews in CA! Lois expects to have the Sp2011 program review data completed by June 30th and will meet with Deb and any Coordinators needing assistance in August to complete their analysis of the spring 2011 program data.

V. Assessment plans

Reminders were sent to all unit leaders to complete their 2010-2011 Assessment plans in CA! by June 30, 2011. Remember to upload source data files to your assessment items which provide the "evidence" and support your findings.

VI. Planning Dates for August

August 8th and 10th have been reserved for Strategic planning with Academic Service units; however, Deb and Lois are waiting for more specific direction from the Leadership team to direct the focus of the 2011-2012 Operational and Assessment plans.

Deb has scheduled Thursday, August 11th for the completion of course assessments in JCC 110:

9:00 am – Allied Health

11:00 am – Heritage/Humanities

1:00 pm – Occupational Tech

3:00 pm – Science/Math

VII. Assessment of General Education

Deb is meeting with the Heritage and Humanities Division Chair, English faculty and History faculty on Friday May 13th to discuss general education outcomes assessment.

VIII. CA!

Deb and Lois attended another training session on May 4th that reviewed new features including Budgeting, Creation of reports, and Gap analysis. Senior Leadership has asked that all HCTC full-time employees be given View Only Access to Compliance Assist! Lois will have this completed over the summer.

IX. NOCTI – Update?