

NCA Meeting/2012-2014 Self Study
Criterion Four: Teaching & Learning: Evaluation & Improvement
Chairmen: Andrew Johnson & Dr. Scott Hanson
Friday, April 19, 2013
Room 218
Time 9:03 a.m.

Members Present: Dr. Scott Hanson, Andy Johnson, Judy Belgarde, Stacie Blue, Michelle Short-Azure, Marilyn Delorme, Jason Dahl, Forrest Brent Sexton, Ben Chromjy, Carl Eller, Gabrielle Azure, Luke Baker, Kathy Henry, Kristin DeMarr, and Michelle Longie.

Not present: Rhonda Gustafson, Tasha Morin, Kevin Morin, Yvonne St. Claire, JoAnn DeCoteau and Student Senate.

Andy Johnson is the co-chair of the Criterion Four, Teaching and Learning: Evaluation and Improvement Committee. Andy opened the meeting. Attendance was taken by Judy Belgarde, recorder for this committee.

Andy informed everyone that a Steering Committee meeting took place on Wednesday of this week. Information is coming from participants that attended the NCA Conference in Chicago, IL the beginning of this month.

Andy gave ideas of what the NCA auditing team might ask when we have the site visit next year.

Andy spoke some of the editing committee. Carl Eller is one of them.

Rewriting of the drafts will take place this summer. There is no real consensus on this. We will hire a writer to give us feedback on the self study and put the self study in its final form. Final submission of the drafts should be done by today. (Larry Henry came in and said that about 80 to 90% of all the needed information is in the latest draft of the self study). References to evidence in the text of the self study should be in the hyperlinks. Jason and Tasha have handed their draft in. Andy is waiting for Marilyn and Rhonda's draft copy. Michelle S-A and Kathy H. have to hand theirs in yet. Marilyn stated that she would get that in today as Rhonda is out of town today. Please make your best efforts to tie up any loose ends in the draft.

Andy asked Kathy H. for some info when she attended the NCA Conference. She commented that she went basically to get information for the Early Childhood Program and found out that this program will be reviewed when they come in for the site visit.

The faculty at TMCC is not necessarily taught how to design courses. Are we over assigning or not? Is this work valued? For course work, 1 credit hour equals 15 hours of face time per semester.

Larry Henry came in and commented that if you can't find information/data, don't make up anything, just write that you could not find it. There have been changes in the assumed practice area. Tie it back into something we have. Refer to policies often. Do a lot of reading.

Jason Dahl, Kristin DeMarr and Forrest Sexton had some comments on how faculty orientation can be implemented better to help the first year instructors.

Question is how much do TMCC students know about what they learn and their culture.
No further comments or discussion, so Andy adjourned the meeting at 10: 08 a.m.

Minutes submitted by Judy Belgarde.