

Academic Assessment Committee Meeting  
December 15, 2011  
Faculty Office Building 620

Present: Carli Schiffner, Linda Heilman, Sarah Todd, Ken Erickson, Brian Washburn, David Wells, Mary Loomis, Elizabeth Erickson, Charles Fenner, and Ronald Tavernier.

The Committee met and reviewed the results of the Assessment in the Majors completed in 2010-11 for Veterinary Science Technology, Criminal Investigations, Management, and Individual Studies. The following are the program responses and follow-up to comments made by the program reviewers.

**Veterinary Science Technology:**

1. Ventilation: improved but still an issue. Ongoing issue that needs to be addressed. Adequate but not where it needs to be—noise, warming, cooling, etc. Addressed in the upcoming master plan—but who is working on this?
2. Not using surgical room for non-surgical purposes—refurbished the large animal lab/classroom. Issue addressed and solved.
3. Whistleblower policy has been introduced. Accepted by AVMA
4. Two shelters, MOU with both to supply animals for labs, adequate notice to be given if MOU was to expire. Renew at start of each semester, put in place in August 2011.
5. Support is adequate—as we grow campus support is to be there. Increased in strategic enrollment management with incoming cohorts—close to 100 students, late admits.

**All recommendations have been addressed with the exception of the ventilation concern.  
Consider major learning outcomes for the program to be connected to the institution.**

**Criminal Investigations:**

1. Advising: created an advisor handbook since number of advisee numbers couldn't change. Developed video on how to pre-schedule; check sheet; screen shot; etc.
2. Increased writing skills; addressed previous to the assessment, by adding another WI course in the 300 level. Report manual used throughout the degree process.
3. Overall program assessment; SLO's for program were used in employer survey and graduate survey. Internship could be used for this point of evaluation.
4. Graduate student surveys—2008 started using Facebook and asked them to update their information; develop a Criminal Investigations Facebook page; all graduates can be a part and capture demographic; etc.
5. Reviewers should be from different institutions
6. Criminal Investigation included these recommendations into the subsequent year's dept. goals and objectives.

## **Management:**

1. Major concern is mathematics—computational and statistical concerns. External evaluators said more math is needed; what has been done toward this end? Increasing math in Operations class; what about offering a business statistics? Discussion on meeting with math department to review stats options.
2. Gen Ed changes: completed in Fall 2011; dropped science; either 6 or 9 as GER; other world. Reduce to 8.
3. Assessment of Internships: what are the parameters of the internship? In progress with assessment of those who take 5 upper level classes; 3-4 page paper reviews for internships, presentations; still in progress as a department on how to assess content; in progress—3-4 months to happen.
4. Teaching loads-needs to be addressed.
5. Overall assessment of the program; can we do a capstone here?

## **Individual Studies:**

1. Strange program—no one has tracked it in the past—extends beyond three divisions.
2. No goals and objectives for the program—just a “catch all” for students?
3. Challenge is that it is hard to track students and success...
4. What is the mission of the program? Not in congruence with what is happening.
5. Review commonality with Liberal Arts General Studies (250)
6. November 2010 Ron was asked to lead this assessment, graduate surveys, site visit in June 2011. Four members of the team—Burnett, Francis, Tavernier, and Jones.
7. One of the major issues is who has ownership over this program—given it is all over the campus. Who has administrative responsibilities? Can we find one person to champion this—mission, goals, etc. Dean of Science, Health, and CJ to be the point person to assign to move this ahead.
8. Office of Institutional Effectiveness to help track students.

Respectfully submitted,

Sandy Livernois, Recorder