INSTRUCTIONAL ASSESSMENT COMMITTEE
MINUTES
April 20, 2012
IOB Conference Room – 10:00am

Present: Colleen Allwine, Tim Allwine, Wendy Hall, Armando Herbelin, Kanna Hudson, Sue Yarbrough, Joyce Niemi (recorder)

❖ Curriculum Review Process Discussion
  o The process should be such that you are always reviewing your program/curriculum for needed changes
  o The process needs to be a meaningful one
  o 2 year process with all faculty working on certain sections at the same time/everyone on the same schedule
  o Suggestions was made to add a section G: Reflections

❖ Network Folder
  ▪ Kanna will create a folder that will be shared by all full-time faculty. The sections of the curriculum review to be completed spring 2012 will be posted in the network folder.
  ▪ Kanna will create a form for all faculty to use and make it as user friendly as possible.
  ▪ Other information to include in the folder:
    • Old program and assessment forms
    • Department mission statements
    • Past curriculum reviews to use as reference

Meeting Adjourned at 11:00am