

Dewar COE Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meeting associated with the COE.
Statutory committees are required to maintain formal minutes.
The completed form should be filed according to approved COE policies and procedures.

Committee/Group Name: C41

Chairperson/Responsible Contact: LS / EH

Purpose of Meeting: ^{EDS} Field Log / Student Survey

Date: 9/12/19 Time: 10:00 Location: Conference Rm

Departments/Groups/Agencies Represented: LS HF EH SD SM LL DK TH DD

Primary Outcomes: DK - 8100 - 8600 Field Log - problem when student assessment occurs at end of program (8970 or 8999) DDees - retiring Dec. 2019 - DKim will be program coordinator beginning Spring 2019 - need adjunct for 7203 - Sp19.

SD - student data report.

• Where do we need to focus: standards for students - / Program assessments for redesign?

Actionable Items/Planned Follow-up: EdS - each professor needs to assess field log assignments for each course -

DKim to serve as program coordinator. Notify N. Kuhlmann to add him to coordinator email list. Ask C. Youse to serve as adjunct for 7203 - Sp. 19

D. Dees to submit letter for retirement.

SD - need to utilize data for program improvement. Need to evaluate

course design activities, assignment types, etc. ^{HF} External Pressures have affected efficiency of our courses - Need program review when course review - (Revision the course)

• Redesigns PSC might be a good ^{re-envision} place to start.

• LL - send PSC IT standards to everyone.

• SD - Look at courses - identify activities related to standards

11/15/2012