



North Central State College

November 15, 2018

Ms. Beth Franz
Ms. Pat Herb
Ms. Nowowiejski

Dear Colleagues:

Thank you for your report and discussion with the Institutional Service & Program Review Committee on October 26, 2018. We appreciate your work at the college and with the preparation and presentation of the report. We want to recognize and thank each faculty member in the department for contributing to the report and for attending the review. Thank you for the summary highlighting the strengths and opportunities for improvement within the department

We applaud your extensive use of embedded tutors. We wish you well on working toward re-instituting the group-grading exercises, which certainly seem like a very good process for bringing adjunct quality in line with faculty expectations and practices and in a collaborative fashion. As noted in our response letter to your report in 2015, your department has pioneered a number of important collaborations such as Ms. Herb's work with Ms. Damberger in the VCMT technical writing course and your past work with Human Services faculty. We also applaud your goal of working to improve classroom design and layout with the goal of improving student-teacher interaction. Finally, we see college-wide potential for your efforts to locate and fund appropriate plagiarism software for the college.

The committee members, including administration members and the faculty who are associated with technical programs, are very encouraged by your expressed interest in exploring the use of internal advisory board input. As you know, technical programs are required to use external advisory boards for input and we find that these can be of significant value, especially when sustained over time. Not only do they add important and relevant feedback, but they can also endorse a direction or innovations that might require funding; this endorsement can be significant when the department moves forward to request funding for changes from the administration.

The committee recognizes that the assessment reports were not completed for the past two years. It looks like the Assessment Committee is working toward the remedy to, as you wrote in your report, "... determine how general education departments, regardless of whether or not they offer an AA, might approach PAR's in a more meaningful way moving forward" (p.17). The committee is seeking evidence of processes for continuous improvement. Without PARS reports or feedback from other sources, it is difficult to see such evidence.

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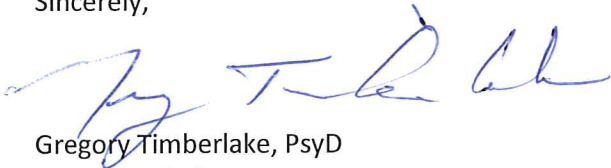
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We cautiously support your pursuit of a certificate pathway. We understand that certificates can provide important learning opportunities in communities. Our note of caution comes largely from members of the committee from BIT. Our experience has been that certificates, which happen to be embedded in existing programs, are quite useful because they can be auto-awarded to students. This created a value added dimension to the student and to the institution through state funding potential. We have not had very good success with developing certificates that actually increase enrollment and tap new markets if you will. This suggests potential issues needing to be worked out including, marketing, certificate design, input on said design, and probably more.

Thank you for the time and effort and for your work. The committee would like a report sent to us, which simply summarizes the financial situation of the program. We are requesting this information since the data was not in the report. This report could be as simple as the summary of a conversation the faculty have with your dean and the Controller. Alternatively, you may determine a better way to convey the financials.

To repeat again, from our letter three years ago, "Your department has an excellent history of incorporating technology into your teaching and of supporting changes that will enhance student learning and success. We thank you for the time you put into your report and the discussion with the committee. We will see you in three years."

Sincerely,



Gregory Timberlake, PsyD
Dean, Co-Chair
Institutional Service & Program Review Committee



Sara Rollo, MS
Faculty, Co-Chair
Institutional Service & Program Review Committee

CC: Institutional Service & Program Review Committee
Dr. Diab
Dean Hysell