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Findings By Assessment Method  
Oklahoma State University Technical Branch-Okmulgee  
Watchmaking & Microtechnology

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Objective: **Core Objective 1: Communication** - Effectively communicate electronically, verbally and in writing. [\[Hide Objective Detail\]](#)

Programs: Watchmaking & Microtechnology

Start Date: 09/06/2004

End Date: 05/06/2005

Status: Open

Assessment Evaluation: The faculty and staff of the Watchmaking & Microtechnology program will meet each year, beginning in 2005, to review the data which has been collected to determine if any adjustments need to be made to the curriculum, the assessment methods or data gathering processes related to this objective. The resulting actions will be documented in the annual assessment report.

Related Courses: **ENGL 1033** - Technical Writing I  
**ENGL 1113** - Freshman Composition I  
**SPCH 1113** - Introduction to Speech Communications  
**WMT 2526** - Chronographs [View Syllabus](#)

Assessment Methods

Method	Criterion	Schedule	Action Plan
Arts & Sciences faculty will review printed and electronically stored copies of samples of writing and presentations to determine if students have demonstrated their ability to communicate effectively using standard evaluation procedures.	80% of all Watchmaking & Microtechnology graduates will demonstrate their ability to communicate electronically, verbally and in writing with an accuracy of 74% (or above).	Students will provide printed and electronically stored copies of required samples of writing and presentations in ENGL 1033 Technical Writing I (Professional Essay), ENGL 1113 Freshman Comp I (Portfolio and Essay), or SPCH 1113 Intro to Speech (Persuasive Speech) to be evaluated by Communications faculty in each Communications course.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.

Watchmaking & Microtechnology faculty will assess a pre-assigned verbal presentation using program specific evaluation procedures to determine if students have demonstrated an ability to communicate effectively .	80% of Watchmaking & Microtechnology students will demonstrate an ability to communicate effectively by verbally presenting an element of the profession of horology to an average level of 4.0 (66.67%) or higher based upon criterion categories on form HOROLOGICAL PRESENTATION.	Students will give presentation to Section III Watchmaking & Microtechnology Students during WMT2526. Results will be reported on form HOROLOGICAL PRESENTATION.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.
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#### Findings

Finding	Action Taken	Follow-Up	Resolved
<p><b>08/26/2006 --</b>            Communication 2004 Cohort Formative  <b>DESCRIPTION:</b> Using the data collected from SCT, we have found that 100% of program majors taking this assessment in the ENGL 1033 - Freshman Technical Writing I course achieved the recommended level of performance.  <b>TYPE:</b> Distinction / Strength  <b>NOTES:</b> Since the performance level was well above the expectations, no action is required at this time. Summative assessment will be conducted to track student learning.</p>			Yes

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<p><b>04/14/2006 --</b> Summative <b>DESCRIPTION:</b> 100% of Watchmaking &amp; Microtechnology students demonstrated an ability to communicate effectively by verbally presenting an element of the profession of horology to an average level of 4.0 (66.67%) or higher based upon criterion categories on form HOROLOGICAL PRESENTATION. <b>TYPE:</b> Distinction / Strength <b>NOTES:</b> Students performed at an average ranging from 5.50-6.00.</p>	<p><b>04/14/2006 --</b> No action needed as performance exceeded goal expectations.</p>	<p>No</p>
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Objective:	<b>Core Objective 2: Problem Solving</b> - Demonstrate logical, systematic problem-solving techniques. <a href="#">[Hide Objective Detail]</a>
Programs:	Watchmaking & Microtechnology
Start Date:	09/06/2004
End Date:	05/06/2005
Status:	Open
Assessment Evaluation:	The faculty and staff of the Watchmaking & Microtechnology program will meet each year, beginning in 2005, to review the data which has been collected to determine if any adjustments need to be made to the curriculum, the assessment methods or the data gathering processes related to this objective. The resulting actions will be documented in the annual assessment report.
Related Courses:	<b>MATH 1513</b> - College Algebra <b>MATH 1613</b> - Trigonometry <b>WMT 2626</b> - External Parts and Shop Management and Capstone

[View Syllabus](#)

Assessment Methods

Method	Criterion	Schedule	Action Plan
Faculty will review demonstrations, printed and electronically stored copies of samples of problem solving solutions to determine if students have demonstrated their ability to utilize logical, systematic problem-solving techniques.	80% of all Watchmaking & Microtechnology graduates will demonstrate their ability to demonstrate logical, systematic problem-solving techniques with an accuracy of 74% (or above).	Students will complete a portfolio of written assignments and exams in MATH 1513 College Algebra and MATH 1613 Trigonometry or any higher level math course.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.
Watchmaking faculty will review results of the Quartz watch segment of the FINAL EXAMINATION to determine if students have demonstrated logical, systematic problem-solving techniques.	80% of all Watchmaking & Microtechnology students eligible to sit for the final examination will demonstrate the ability to perform necessary problem solving techniques to a standard necessary for completion to a level of 4.0 (66.67%) on the QUARTZ WATCH component of the final exam.	Students will be assessed on their ability to successfully perform necessary maintenance and repair of the case, bracelet, and mechanism of modern watches during the QUARTZ WATCH component of the FINAL EXAM in WMT2626. Documentation of results will occur on form FINAL EXAMINATION - QUARTZ.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.

Findings

Finding	Action Taken	Follow-Up	Resolved
<b>04/26/2006</b> -- Core Objective 2: Problem Solving - Summative <b>DESCRIPTION:</b>			No

Detailed report from assessment not complete - findings to be reported upon completion of assessment report from certification agency.

**TYPE:** Problem / Limitation

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**08/26/2005** -- Core Objective 2 - Problem Solving 2003 Cohort Formative  
**DESCRIPTION:** Using the data collected from SCT, we found that mathematics faculty did not enter the data regarding this assessment.  
**TYPE:** Problem / Limitation  
**NOTES:** Mathematics faculty attended professional development to answer questions regarding assessment principles and processes. They asked questions and were trained in inputting student results for the all programs of study.

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Yes

Objective: **Core Objective 3: Ethics** - Develop and display a sense of personal, social and professional work ethics. [\[Hide Objective Detail\]](#)

Programs: Watchmaking & Microtechnology

Start Date: 09/06/2004

End Date: 05/06/2005  
 Status: Open  
 Assessment Evaluation: The faculty and staff of the Watchmaking & Microtechnology program will meet each year, beginning in 2005, to review the data which has been collected to determine if any adjustments need to be made to the curriculum, the assessment methods or the data gathering processes related to this objective. The resulting actions will be documented in the annual assessment report.

Related Courses: **PHIL 1213** - Ethics

#### Assessment Methods

Method	Criterion	Schedule	Action Plan
Faculty will review the required Code of Ethics Analysis assignment and reflective essay, as well as, printed and electronically stored copies of "required" samples of applied personal, social and professional ethics in the documentation of solutions to projects and or case studies to determine if students have demonstrated their ability to display a sense of personal, social and professional work ethics.	80% of all Watchmaking & Microtechnology graduates will demonstrate their ability to display a sense of personal, social and professional work ethics with an accuracy of 74% (or above).	Students will create a Reflective Essay which reflects the application of ethical principles to their discipline and is completed and evaluated in Ethics PHIL 1213.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.
The faculty and staff of the Watchmaking & Microtechnology program will meet each year, beginning in 2005, to review the data which has been collected to determine if any adjustments need to be made to the curriculum, the	80% of all Watchmaking & Microtechnology graduates will demonstrate their ability to display a sense of personal, social and professional work ethics by completing a written examination - using	Students will be assessed on their ability to display a sense of personal, social and professional work ethics by completing a written examination - using AWCI (American Watchmakers- Clockmakers	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.

<p>assessment methods or the data gathering processes related to this objective. The resulting actions will be documented in the annual assessment report.</p>	<p>AWCI (American Watchmakers-Clockmakers Institute) code of ethics as a professional reference - with a score of 70% (or higher).</p>	<p>Institute) code of ethics as a professional reference in WMT2526. Documentation of results will occur on instrument labeled PROFESSIONAL ETHICS.</p>
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### Findings

Finding	Action Taken	Follow-Up	Resolved
<p><b>08/26/2005</b> -- Core Objective 3 - Ethics 2003 Cohort Formative <b>DESCRIPTION:</b> Using the data collected from SCT we have found that 50% of program majors taking this assessment in the PHIL 1213 - Ethics course achieved the recommended level of performance. However, only two Watchmaking students were reported in this cohort. One student completed the ethics assessment at or above the required standard, and the other student did not. <b>TYPE:</b> Problem / Limitation <b>NOTES:</b> We will continue to observe this cohort and assess ethical requirements in internships and other summative assessments. We will also review the next freshman cohort in terms of ethics in this course.</p>			<p>No</p>

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Objective: **Program Objective: 1 - WOSTEP Application** - Meet the educational requirements of the industry through consistent application of the WOSTEP program. [\[Hide Objective Detail\]](#)

Start Date: 09/06/2004

End Date: 05/06/2005

Status: Open

Assessment Evaluation: The faculty and staff of the Watchmaking & Microtechnology program will meet each year, beginning in 2005, to review the data which has been collected to determine if any adjustments need to be made to the curriculum, the assessment methods or data gathering processes related to this objective. The resulting actions will be documented in the annual assessment report.

Related Courses: **WMT 2426** - Precision Timing [View Syllabus](#)  
**WMT 2616** - Quartz Watch Repair [View Syllabus](#)

#### Assessment Methods

Method	Criterion	Schedule	Action Plan
Watchmaking faculty will review printed and electronically stored copies of samples of student assignments and examinations to determine if students have demonstrated their ability to meet the education requirements of the industry as described by WOSTEP.	80% of enrolled Watchmaking & Microtechnology students will demonstrate the ability to perform practical in-class exercises to an industry standard necessary for completion to an average level of 4.0 (66.67%).	Students will be assessed on the ability to successfully complete assigned in-class exercises in WMT2426. Documentation of successful completion will occur on form PRACTICAL WORKSHEET.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.
Watchmaking faculty will review printed and electronically stored copies of final examination assessment results to	80% of Watchmaking & Microtechnology students will perform written and performance examinations (final	Students will be assessed on the ability to complete three watch repairs (Chronograph, Automatic, Quartz) and a written	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions

determine if students have demonstrated an ability to meet the education requirements of the industry as described by WOSTEP. exam) to industry standard necessary to achieve a 4.0 (66.67%) or higher average of all final exam components. examination in defined time period of twenty hours in course WMT2626. (Final Exam) taken, and follow-up findings will be documented on TracDat's Findings form.

### Findings

Finding	Action Taken	Follow-Up	Resolved
<p><b>04/13/2006</b> -- Formative  <b>DESCRIPTION:</b> 100% of Watchmaking &amp; Microtechnology students enrolled in WMT2426 demonstrated the ability to perform practical in-class exercises to an industry standard necessary for completion to an average level of 4.0 (66.67%).  <b>TYPE:</b> Distinction / Strength  <b>NOTES:</b> Students performed with averages for this category ranging from 5.18-6.00.</p>	<p><b>04/13/2006</b> -- No action needed as performance exceeded goal expectations.</p>		<p>No</p>
<p><b>04/13/2006</b> -- Summative  <b>DESCRIPTION:</b> 85% of Watchmaking &amp; Microtechnology students performed written and performance examinations (final exam) to industry standard necessary to achieve a 4.0 (66.67%) or higher average of all</p>	<p><b>04/13/2006</b> -- No action needed as performance exceeded goal expectations.</p>		<p>Yes</p>

final exam components.

**TYPE:** Distinction /  
Strength

**NOTES:** One student  
was prevented from  
completing the final  
examination due to  
illness.

Students performed at  
an average ranging from  
4.83-5.01.

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Objective: **Program Objective: 2 - Equipment Usage** - Use, repair, and  
maintain tools and equipment common to the watchmaking industry.  
[\[Hide Objective Detail\]](#)

Start Date: 09/06/2004

End Date: 05/06/2005

Status: Open

Assessment  
Evaluation: The faculty and staff of the Watchmaking & Microtechnology program  
will meet each year, beginning in 2005, to review the data which has  
been collected to determine if any adjustments need to be made to the  
curriculum, the assessment methods or data gathering processes related  
to this objective. The resulting actions will be documented in the  
annual assessment report.

Related Courses: **WMT 2516** - Automatic Watches and Complications [View Syllabus](#)  
**WMT 2626** - External Parts and Shop Management and Capstone  
[View Syllabus](#)

#### Assessment Methods

Method	Criterion	Schedule	Action Plan
Watchmaking faculty will review printed and electronically stored copies of samples of student assignments and examinations to determine if students	80% of all Watchmaking & Microtechnology students will demonstrate the ability to use, repair, and maintain tools and equipment	Students will be assessed on the ability to successfully use, repair, and maintain tools and equipment common to the watchmaking	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up

have demonstrated their ability to use, repair, and maintain tools and equipment common to the watchmaking industry.

common to the watchmaking industry to a standard necessary for completion to a level of 4.0 (66.67%).

industry through random evaluations of tool condition and equipment inspection in WMT2516. Documentation of results will occur on form TOOL INSPECTION.

findings will be documented on TracDat's Findings form.

Watchmaking faculty will review condition and state of repair of program supplied tools and equipment upon final surrender to determine if students have demonstrated an ability to use, repair, and maintain tools and equipment common to the watchmaking industry

80% of all Watchmaking & Microtechnology students will return 66.67% of program supplied tools in a condition rendering the tool fit for continued use by following program participants. Normal wear and tear will be factored into the assessment process and will not be a part of assessment criteria.

Students will be assessed on program supplied tools and equipment upon final surrender on last day of class in WMT2626. Documentation of surrender and condition will be made on form FINAL TOOL SURRENDER.

Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.

Findings

Finding	Action Taken	Follow-Up	Resolved
<p><b>04/13/2006</b> -- Formative  <b>DESCRIPTION:</b> 57% of Watchmaking &amp; Microtechnology students demonstrated the ability to use, repair, and maintain tools and equipment common to the watchmaking industry to a standard necessary for completion to a level of 4.0 (66.67%).  <b>TYPE:</b> Problem / Limitation</p>	<p><b>04/13/2006</b> -- Action will include adding SCHEDULED TOOL INSPECTIONS in addition to RANDOM TOOL INSPECTIONS to instill in the student that tool maintenance is very different than tool repair. Maintenance of tools is the instructional goal.</p>		No

**NOTES:** Student averages ranged from 3.00-5.00.

Students' attention to tooling issues must be maintained on a more consistent level.

Random tool inspections will still occur but

**SCHEDULED TOOL INSPECTIONS** will be added for the purpose of instilling in the student that maintenance of tools and repair of tools are not the same.

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**04/13/2006 --**  
Summative  
**DESCRIPTION:** 100% of Watchmaking & Microtechnology students returned 100% of program supplied tools in a condition rendering the tool fit for continued use by following program participants. Normal wear and tear notwithstanding.  
**TYPE:** Distinction / Strength  
**NOTES:** All tools were returned in 100% usable condition, however, a better method of inventory and documentation will be developed to assist in future reporting of this criteria. This will strengthen the program

**04/13/2006 --** No action needed as performance exceeded goal expectations.

No

by better controlling the tooling and inventory issues.

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Objective: **Program Objective: 3 - Repair Watches** - Perform necessary maintenance and repair of the case, bracelet, and mechanism of modern watches. [\[Hide Objective Detail\]](#)

Start Date: 09/06/2004

End Date: 05/06/2005

Status: Open

Assessment Evaluation: The faculty and staff of the Watchmaking & Microtechnology program will meet each year, beginning in 2005, to review the data which has been collected to determine if any adjustments need to be made to the curriculum, the assessment methods or data gathering processes related to this objective. The resulting actions will be documented in the annual assessment report.

Related Courses: **WMT 2626** - External Parts and Shop Management and Capstone [View Syllabus](#)

#### Assessment Methods

Method	Criterion	Schedule	Action Plan
Watchmaking faculty will assess both written and electronically stored copies of student REPAIRS assessment worksheets for indications that student exhibits ability to perform necessary maintenance and repair of the case, bracelet, and mechanism of modern watches to meet or exceed the	80% of all Watchmaking & Microtechnology students will complete REPAIRS sufficient to obtain sixty (60) or more repair points.	Student REPAIRS will be completed and assessed during the final 20 weeks of the program. Final points assessment will occur during WMT2626. Results will be reported on form STUDENT REPAIRS.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.

level of commonly accepted industry expectations.

Watchmaking faculty will review results of complete service of the Automatic watch portion of the FINAL EXAMINATION to determine if students have demonstrated the ability to perform necessary maintenance and repair of the case, bracelet, and mechanism of modern watches.	80% of all Watchmaking & Microtechnology students eligible to sit for the final examination will demonstrate the ability to perform necessary maintenance and repair of the case, bracelet, and mechanism of modern watches to a standard necessary for completion to a level of 4.0 (66.67%) on the AUTOMATIC WATCH component of the final exam.	Students will be assessed on their ability to successfully perform necessary maintenance and repair of the case, bracelet, and mechanism of modern watches during the AUTOMATIC WATCH component of the FINAL EXAM in WMT2626. Documentation of results will occur on form FINAL EXAMINATION - AUTOMATIC.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.
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#### Findings

Finding	Action Taken	Follow-Up	Resolved
<p><b>04/14/2006</b> -- Formative  <b>DESCRIPTION:</b> 0% of all Watchmaking &amp; Microtechnology students complete REPAIRS sufficient to obtain sixty (60) or more repair points.  <b>TYPE:</b> Problem / Limitation  <b>NOTES:</b> First year of implementation of REPAIR POINT SYSTEM. Inconsistent documentation of completed repairs coupled with student</p>	<p><b>04/14/2006</b> -- To limit student apathy to repair documentation, REPAIRS will count as a PARTICIPATION grade during WMT2626. Criterion for total point/grade scale will be published in WMT2626 syllabi.</p> <p><b>04/14/2006</b> -- Program curricula has been rearranged so students can begin repairs earlier than the final 20</p>		No

apathy regarding documentation resulted in lower reported repairs than were actually completed. If all repairs completed had been properly documented, it is estimated that all students would have achieved 60 point goal with most students exceeding 100 points.

weeks of the program. Assessment schedule will be changed to eliminate "FINAL 20 WEEKS".

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**04/14/2006 --**

Summative

**DESCRIPTION:** 86% of all Watchmaking & Microtechnology students eligible to sit for the final examination will demonstrate the ability to perform necessary maintenance and repair of the case, bracelet, and mechanism of modern watches to a standard necessary for completion to a level of 4.0 (66.67%) on the AUTOMATIC WATCH component of the final exam.

**TYPE:** Distinction / Strength

**NOTES:** One student was prevented from completing the final examination due to illness.

Students performed at levels ranging from 4.87-5.34.

**04/14/2006 --** No action needed as performance exceeded goal expectations.

No

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Objective: **Program Objective: 4 - Craftsmanship** - Maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as designed. [\[Hide Objective Detail\]](#)

Start Date: 09/06/2004

End Date: 05/06/2005

Status: Open

Assessment Evaluation: The faculty and staff of the Watchmaking & Microtechnology program will meet each year, beginning in 2005, to review the data which has been collected to determine if any adjustments need to be made to the curriculum, the assessment methods or data gathering processes related to this objective. The resulting actions will be documented in the annual assessment report.

Related Courses: **WMT 2616** - Quartz Watch Repair [View Syllabus](#)  
**WMT 2626** - External Parts and Shop Management and Capstone [View Syllabus](#)

#### Assessment Methods

Method	Criterion	Schedule	Action Plan
Watchmaking faculty will review printed and electronically stored copies of INTERMEDIATE exams 3, 4, and 5 assessment results to determine if students have demonstrated an ability to maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as	80% of all Watchmaking & Microtechnology students will demonstrate the ability to maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as designed to a standard necessary for completion to an average level of 4.0 (66.67%) in the APPEARANCE/CLEANLINESS INTERMEDIATE exams 3, 4, and 5.	Students will be assessed on ability to maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as designed to industry standards on INTERMEDIATE exams 3, 4, and 5. Documentation of results will occur on form INTERMEDIATE EXAM APPEARANCE/CLEANLINESS REPORT. Compilation of this report will occur during WMT2626.	Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.

designed.

<p>Watchmaking faculty will review printed and electronically stored copies of FINAL exam assessment results to determine if students have demonstrated an ability to maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as designed.</p>	<p>80% of all Watchmaking &amp; Microtechnology students will demonstrate their ability to maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as designed to a standard necessary for completion to an average level of 4.0 (66.67%) of all three practical repair exercises (Chronograph, Automatic, Quartz) in the APPEARANCE/CLEANLINESS assessment category of FINAL exam.</p>	<p>Students will be assessed on their ability to maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as designed to industry standards on FINAL EXAM which will occur in WMT2626. Documentation of results will occur on form FINAL EXAM APPEARANCE/CLEANLINESS REPORT.</p>	<p>Data gathered will be used to make inferences about the program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.</p>
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Findings

Finding	Action Taken	Follow-Up	Resolved
<p><b>04/14/2006</b> -- Formative  <b>DESCRIPTION:</b> 100% of all Watchmaking &amp; Microtechnology students demonstrated the ability to maintain the intrinsic and personal value of a timepiece by performing work in a consistent, craftsmanship-like manner that respects the history, ownership, and quality of the product as designed to a standard necessary for completion to an average level of 4.0 (66.67%) in the APPEARANCE/CLEANLINESS assessment category of</p>	<p><b>04/14/2006</b> -- No action needed as performance exceeded goal expectations.</p>		<p>No</p>

INTERMEDIATE exams 3, 4,  
and 5.

**TYPE:** Distinction / Strength

**NOTES:** Students performed at  
levels ranging from 4.00-5.00.

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**04/14/2006** -- Summative

**DESCRIPTION:** Findings  
cannot be documented at this  
time as the details of the the  
FINAL EXAM for 2005 have not  
been returned by our certification  
agency WOSTEP.

**TYPE:** Problem / Limitation

**NOTES:** Contact with WOSTEP  
has been made regarding the  
disposition of the details for the  
FINAL EXAM for 2005.

**04/14/2006** -- No  
action taken as  
lack of results are  
due to unfinished  
reporting of  
detailed results.

No

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July 21, 2006

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