**Central Oregon Community College**

**Learning Outcomes and Assessment Committee Meeting Agenda**

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| **Date:** | 4/05/2019 | **Facilitator(s):** | Sarah |
| **Time:** | 2:30-3:30 pm | **Notes:** | Vickery |
| **Place:** | OCH 141 | **Agenda Maker:** | Sarah |

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| **Attendees:** | Christopher Hazlett |  | Mindy Williams |  | **Guests:** |  |
| Jessie Russell |  | Sarah Fuller |  | Betsy Julian |  |
| Kirsten Hostetler |  | Vickery Viles |  |  |  |
| Michele Decker |  | Wayne Yeatman |  |  |  |

Agenda

(Action items and person responsible in red)

1. Call to order, Chair
   1. Review of previous meeting notes, All
   2. Discuss spring meeting schedule (5 minutes)
      1. Friday April 19 (8-9:15 or 2-3)
      2. Friday April 26 (8-9)
      3. Friday May 17 (8-9:15 or 1:30-5)
      4. Friday May 24 (8-9:15 or 1:30-5)
      5. Friday June 7 (8-9:15 or 1:30-5)
2. Summary of Forms Updates (5 minutes)
   1. Clarification of abstract versus how the tool measures each outcome
   2. Approval of other edits (drop down lists, highlighted areas)
3. Proposed work plan for future meetings
4. Discussion buddy/mentor system to assist faculty with getting feedback/help prior to submission of forms
5. Prepping work for 19-20

Cultural Literacy project

Overview of program assessment projects

Schedule

Reschedule 18-19 projects that were scheduled but no plan

Delete 17-18 plans that were not finished and reschedule

If 18-19 plan,

Analyze report is due Nov. 1, 2019

Closing the loop is due June, 2020

1. Assessment Day Focus and Action Agenda (spring term)
   1. Agenda
   2. Awards
2. Chair for next year

Parking Lot/Future meetings:

* Committee Structure – does it need to be changed to better serve the workgroups that review projects and how it integrates with the mentoring system?
* Cycle for GE courses offered with very little frequency
* Closing the loop: measuring twice
* Lead or captain for GEGs?