**Central Oregon Community College**

**Learning Outcomes and Assessment Committee Meeting Agenda**

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| **Date:** | 1/19/2018 | **Facilitator(s):** | Mindy |
| **Time:** | 1:30-2:30 | **Notes:** | Deb M. and Vickery |
| **Place:** | OCH 141 | **Agenda Maker:** | Vickery and Mindy |

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| **Attendees:** | Sarah Fuller | x | Vickery Viles | x | **Guests:** |  |
| Jason Lamb | x | Mindy Williams | x | Betsy Julian |  |
| Deborah Malone | x | Wayne Yeatman | x | Jenni Newby |  |
| Shannon Waller | x | Zelda Ziegler | x | Julie Downing  |  |
|  |  |  |  | Michael Fisher |  |

Agenda

(Action items and person responsible in red)

1. Call to order (5 minutes), Chair
	1. Review of previous meeting notes, All (added attendees)
	2. Notetaker this meeting: Deb and Vickery
	3. Vickery will change the winter meeting schedule to 12:30-1:30, same days (spring stays the same until further notice)
2. Planning winter and spring work
	1. Reviewed document from last December—“Ideas for LOA Work”
	2. LOA has made great progress!
	3. Summary of brainstorm and conversations

**Winter 2018 tasks:**

Revise/improve forms

Review and clarify process-flow through the cycle, deadlines

Other tasks: Rubrics for Analyze, Closing the loop (or combine?)

 Create better resources (ala APR)

**Spring 2018 tasks:**

Assessment Day planning

**Other items from brainstorm**

Systematic communication (quarterly message? Video for fun?)

Redesign web site to include intranet

 Provide support to faculty working on assessment

 Systems that support assessment: courseleaf, APR, N drive, web

Review Charge

Look at membership down the road to avoid year 6 all new members

* 1. Other conversation topics
		1. Recognition of improvement (COCC’s assessment work has shown significant improvement)
		2. Think about future structure of assessment: office load
		3. Use of Blackboard, Intranet

Next meeting:

Feb. 2 (OCH 141)

Feb. 16 (OCH 141)

March 2 (OCH 141)

March 16 (OCH 141

Parking Lot/Future meetings:

* 2017 Assessment Day survey feedback
* Structure/Framework at COCC (winter or spring topic)
* Professionalism – particularly in CTE programs
* Lead or captain for GEGs?