**Central Oregon Community College**

**Learning Outcomes and Assessment Committee Meeting Agenda**

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| **Date:** | 10/19/2018 | **Facilitator(s):** | Sarah |
| **Time:** | 3-4 pm | **Notes:** | Vickery |
| **Place:** | HCC 301 | **Agenda Maker:** | Sarah |

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

Agenda

(Action items and person responsible in red)

Meeting Agenda for October 19

1. Review Charge

Discussion:

* Will we ever focus on course level assessment?
	+ We may get there when our current program/degree focus is further developed.
	+ Course assessment is supported within our current approach.
1. Review End of Year Report – (Vickery)

Discussion:

* Why can’t Info Literacy be embedded in any course?
	+ Currently reflected only in writing but it could be embedded in a wide variety of courses.
* Background on GE process
	+ Developed in 2010 in a statewide process
	+ Consultant with representatives from CC and Universities
	+ No group assigned to revise and improve
	+ Statewide group work on USTA, guided pathways is currently very dependent on the current framework and sees it as a threat to unpack them
* Does LOA want to take this on as an issue?
* Cultural literacy—targeted for next year.
	+ Currently no faculty assigned to take this on
	+ What to do if a course isn’t scheduled next year? Assessment shouldn’t drive the schedule.
	+ Opportunity to do assessment on a big broad scale, if there is interest and leadership
* Add to Parking Lot list: cycle of GE courses with little frequency (Vickery)
1. Overview of Topics for AY 2018/19 (All)

Fall Term – Incoming PLAN & ANALYZE reports

Discussion:

* Reviewed list of incoming reports (Vickery’s list is by course and program, not project)
* Rubric us shorter this year.

Timeline for feedback

Discussion:

* Our previous timeline had the deans moving our feedback ahead in December and January, so our deadline could be Dec. 1.

Group norming of process for giving feedback

Discussion:

* Could we do norming at our next meeting?
* Sarah and Vickery will choose some projects to use for norming and training, and send out with notes.

Deans involvement

Discussion:

* Deans have given feedback later in the year, which is confusing
* They have felt the process is awkward
* Accelerating their work vs direct engagement with reports
* Include them in feedback sessions?
* Organize our groups by dean?

Scheduling small group work sessions for feedback

Discussion:

* CTE vs transfer
* Or
* Organize by dean
* We are scheduled every week, should we be meeting every other week?
	+ Meeting dates are placeholders, may cancel as we work in smaller groups.

Assignments for finalizing feedback on rubrics

* No assignments made yet.
* Reviewed rubric for plan. Not much experience with analyze rubric. Will we need to create a closing the loop rubric?

Possible approach to the year:

Fall Term - CLOSING THE LOOP

* Expectations
* Need to add to parking lot: Closing the loop and measuring twice (Vickery)

Winter Term

* Forms updates
* Will we need to create a closing the loop rubric?

Spring Term

* Assessment Day 2019
* Just in time feedback on plans?
* Need a debrief at some point

Assignment for next meeting:

All: Read the following assessment project reports, and complete and bring the appropriate rubric to the next meeting. (You can use past feedback rubrics in the REPORTS folder if that helps):

1. CTE program **plan**: Nursing Assistant 18-19 ([here](file:///N%3A%5CGroup%20Folders%5CAssessment%20Management%5CREPORTS%20ProgramDegree%20level%2C%20feedback%20rubrics%2C%20schedules%5CREPORTS%2C%20feedback%5C2018%202019%5CCTE%5CNur%20Asst))
2. GE course plan: FOR 241a 18-19 ([here](file:///N%3A%5CGroup%20Folders%5CAssessment%20Management%5CREPORTS%20ProgramDegree%20level%2C%20feedback%20rubrics%2C%20schedules%5CREPORTS%2C%20feedback%5C2018%202019%5CGE))
3. GE course **analyze**: HUM 256 ([here](file:///N%3A%5CGroup%20Folders%5CAssessment%20Management%5CREPORTS%20ProgramDegree%20level%2C%20feedback%20rubrics%2C%20schedules%5CREPORTS%2C%20feedback%5C2017%202018%5CGE%20Reports%5CHUM%20256))

(No Kirsten on 10/26, No Mindy or Michele on Nov. 2)

Next meeting:

Friday, Oct. 26, 2:30-3:30 HCC 301

Friday, Nov. 2, 2:30-3:30 HCC 301

Friday, Nov. 9, 2:30-3:30 OCH 141

Friday, Nov.16, 2:30-3:30 HCC 301

Friday, Nov. 30, 2:30-3:30 HCC 301

Friday, Dec. 7, 2:30-3:30 OCH 141

Parking Lot/Future meetings:

* Cycle for GE courses offered with very little frequency
* Closing the loop: measuring twice
* Lead or captain for GEGs?