**Central Oregon Community College**

**Learning Outcomes and Assessment Group Meeting Notes**

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| **Date:** | Nov. 4, 2016 | **Facilitator(s):** | Vickery Viles |
| **Time:** | 3-4pm | **Notes:** |  |
| **Place:** | OCH 141 | **Agenda Maker:** | Vickery Viles |

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| **Attendees:** | Sarah Fuller | x | Vickery Viles | x | **Guests:** |  |
| Jason Lamb | x | Mindy Williams | x |  |  |
| Deborah Malone | x | Wayne Yeatman | x |  |  |
| Shannon Waller | x | Zelda Ziegler | x |  |  |

Agenda

(Action items and person responsible in red)

1. Call to order (5 minutes), Vickery
	1. Welcome, introductions
	2. Notetaker this meeting: Vickery
2. Structure of meetings for 2016-17, Vickery
	1. Web site, template.

We reviewed the LOA web site <https://www.cocc.edu/academic-affairs/loa/>.

* 1. Conducting meetings: frequency, duration, notes:

We agreed to meet every other week (didn’t address duration so we can assume one hour). Discussed schedules. Vickery will set up Friday meeting time after 1:30, coordinating with Shannon’s schedule, but we may change that. Shannon’s outlook is set up for winter term; LOA members should let Vickery know when their winter schedules are up so she can look for another time.

1. Review of Charge, Wayne

Reviewed charge on web site. It says “map the relationships among and between courses, etc” and there was some discussion of different examples (such as Art’s use of colors). Also recognition that we do not want a one size fits all so that programs can adhere to accreditation needs. Clarification: LOA is not doing the mapping, but we are supporting faculty in doing the mapping.

Conversation about “green chemistry” and their recognition of good work; possibility that LOA can review assessment reports and help identify good work.

Also of interest: more sharing of examples at Assessment Day. This shows faculty the range of what is possible, and can also show that we all have work to do somewhere. To share, evaluate, and recognize good work could be an example of “closing the loop” that COCC talks about.

1. Review of 2015-16 work
	1. Committee background, Vickery

LOA came out of recommendations in the Academic Master Planning process; assessment work should be directed by faculty. Last year’s group set the scene and received approval for a permanent advisor committee.

* 1. System of Instructional Assessment, Vickery
		1. [Cycle of Assessmen](https://www.cocc.edu/instructional-assessment/cycle-of-instructional-assessment/)t
		2. [Glossary](https://www.cocc.edu/instructional-assessment/resources/resources-for-instructional-assessment/)

Tabled until next meeting.

* 1. Supporting faculty in writing SLOs, Mindy

Mindy shared her experience last year in first her surprise in Curriculum Committee requiring her to update outcomes and second in her updating of outcomes to be more current and useful. The change in outcomes may be a good “before” and “after” illustration for other faculty.

Discussion of lack of understanding that outcomes need to be approved by Curriculum Committee. This is not clearly understood.

Questions about how to incorporate PT/adjunct faculty in the outcomes design and development process—added to parking lot. Also, harder to get agreement of outcomes from many faculty members who teach the same class (BI, WR 121 examples).

It may be of interest to do a norming session with Curriculum Committee.

1. Election of chair

Chair should be a faculty member, but it is early in new committee life to ask for leadership. Tabled until later in the term. Vickery will set next agenda with feedback from group.

1. Plan for next meeting, All

Tabled items from this meeting, still working on foundation.

Next meeting: (Nov. 18, December 2)

Future Ideas:

* Survey on Assessment Day
* Program Assessment Report: Plans

Parking Lot:

* Structure/Framework at COCC
* How to assess/measure
* Outcome of professionalism – particularly in CTE programs
* Transfer degree outcomes (PCC/Gen Ed outcomes discussion)
* Support/$ for Pt faculty to participate in outcomes development, assessment