**Central Oregon Community College**

**Learning Outcomes and Assessment Committee Meeting Notes**

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| **Date:** | 4/27/2018 | **Facilitator(s):** | Mindy |
| **Time:** | 3:15-4:15 p.m. | **Notes:** | Vickery |
| **Place:** | OCH 141 | **Agenda Maker:** | 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 | Michele Decker | **x** |
| Shannon Waller | x | Zelda Ziegler |  |  |  |
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Notes

(Action items and person responsible in red)

1. Call to order (5 minutes), Chair
	1. Review of previous meeting notes, All
	2. Notetaker this meeting: Vickery
2. Review Vickery’s revised rubric (15 minutes), All

This took longer than 15 minutes.

* Discussed direct vs indirect assessment (was removed from form, but question from rubric)
	+ We reviewed the examples that had been previously used (on the web).
	+ Indirect is used by some CTE programs that also use direct measures.
	+ We removed it because we didn’t want to include it (implies it’s an option)?
	+ Can we explain this?
	+ Confirmed that we are removing from both the form and rubric.
* Added rubric line to distinguish identifying measurement tool/rubric vs. attach
	+ Sub conversation about rubric vs. assessment (rubric is the tool you use to make sense of the data that comes from the assessment, which is the assignment/test/student evidence.
* Vigorous conversation about sample size and whether to include the details of what will be assessed (which sections in which term)
	+ We had removed the question about which sections in which terms when we moved the course question to the top of the form.
	+ It helps the faculty to plan ahead to list the sections, but we don’t need it as much as we need info on sample size.
	+ Good conversation about sample size.
	+ Moved the section question back to the form, and left it on the rubric.
		- Added “post-completion” to recognize use of licensing exams
	+ Determined that sample size is a training topic for assessment day.
* Vickery will clean up form, and reorganize 1819 drafts into new folder. They are now located in [N:\Group Folders\Assessment Management\Assessment Work 201819\201819 Forms](file:///N%3A%5CGroup%20Folders%5CAssessment%20Management%5CAssessment%20Work%20201819%5C201819%20Forms).
1. Discuss Assessment Day plan (30 minutes), All
	1. Structure?
	2. Awards?
	3. Need for survey?

We ran out of time to really discuss assessment day, but decided to assign homework to develop award candidates.

The CTE group and the Transfer group will work independently to identify 3-5 candidates to receive recognition at the assessment day, by May 25.

* 1. Alignment with planned Outcomes and Assessment Conference (Michele)
* Michele announced the Learning Organization’s Fall Institute and shared the [flyer](file:///N%3A%5CGroup%20Folders%5CAssessment%20Management%5CLOA%5C2017%2018), and asked the group for feedback on the outcomes. This program is hosted by COCC and they would like to design the program to meet COCC’s needs, so COCC faculty can attend and use the results.
* Please provide Michele with feedback by May 11.
1. Upcoming Faculty Forum elections and report to Academic Affairs (5 minutes), Mindy

Mindy reports that Amy Harper has the open 18-19 LOA positions on the forum ballot.

1. Plan for next meeting (5 minutes), All

Vickery shared that the ABS group has attended assessment day for the last two years and has produced Plan and Analyze reports; they would benefit from feedback as other projects received.

The transfer group will determine a means to get the ABS group some feedback on their work (located [here](file:///N%3A%5CGroup%20Folders%5CAssessment%20Management%5CProgram%20and%20Degree%20level%20Reports%2C%20feedback%5CREPORTS%2C%20feedback%5C2017%202018%5CABS)).

Next meetings:

May 11 was canceled, and each sub group will work independently

May 25—Assessment day focus

 Provide education on sample size

 Other?

Bring award nominations

Cultural literacy GEG?

May 25 or June 8

What intranet resources do we want to see developed (direct/indirect, examples, etc.)

Next meeting:

~~May 11 (OCH 141 at 3:15 pm)?~~ Canceled

May 25 (OCH 141 at 3:15 pm)?

June 8 (OCH 141 at 3:15 pm)?

Parking Lot/Future meetings:

* Structure/Framework at COCC (winter or spring topic)
* Professionalism – particularly in CTE programs
* Lead or captain for GEGs?
* Review of web resources (internet vs intranet)
* Change in LOA membership structure