**Central Oregon Community College**

**Learning Outcomes and Assessment Committee Meeting Notes**

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| **Date:** | 2/13/2019 | **Facilitator(s):** | Sarah |
| **Time:** | 1:30—2:30 pm | **Notes:** |  |
| **Place:** | Och 141 | **Agenda Maker:** | Sarah |

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

Agenda

(Action items and person responsible in red)

1. Call to order (5 minutes), Chair
	1. Review of previous meeting notes, All

No changes to notes

1. Forms Updates

Clarification of due dates

PLAN, ANALYZE, CLOSING THE LOOP years of implantation with drop down menus

Clarification of participating sections, faculty and terms

Sarah agreed to edit forms to match formatting as agreed upon by the committee members

Discussion of clarification distinguishing the difference between what is being asked for in the abstract versus the description of how the “tool” measures each outcome postponed unit lthe next meeting

Proposed work plan for future meetings

1. Buddy/Mentor System for next year (2/27)
2. Committee Structure – does it need to be changed to better serve the workgroups that review projects and how it integrates with the mentoring system? (3/13)
3. Assessment Day Focus and Action Agenda (spring term)

Winter meetings:

~~Wednesday, January 16, 2019~~

~~Wednesday, January 30, 2019 (Kirsten cannot attend)~~

~~Wednesday, February 13, 2019~~

Wednesday, February 27, 2019

Wednesday, March 13, 2019

Parking Lot/Future meetings:

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