**Central Oregon Community College**

**Learning Outcomes and Assessment Committee Meeting Agenda**

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| **Date:** | 3/13/2019 | **Facilitator(s):** | Sarah |
| **Time:** | 1:30-2:30 pm | **Notes:** | Sarah |
| **Place:** | OCH 141 | **Agenda Maker:** | Sarah |

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

Agenda

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

Not done

1. Continuation of Forms Updates
	1. Clarification of abstract versus how the tool measures each outcome

Edits made to clarify the difference between these two sections. Abstract changed to “Project Summary”

* 1. Approval of other edits (drop down lists, highlighted areas)

Forms and rubric edits were verbally agreed to by all committee members present

1. Discussion buddy/mentor system to assist faculty with getting feedback/help prior to submission of forms

Did not get to this discussion – reserved for the next agenda

Proposed work plan for future meetings

1. 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)
2. Assessment Day Focus and Action Agenda (spring term)

Remaining Winter term meetings:

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?