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| AGENDA/MINUTES | |
| Team Name | Outcomes Assessment Committee |
| Date | 09/07/2021 |
| Time | 2:30 – 3:30 pm. |
| Location | <https://zoom.us/j/8309247451> |

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| Facilitator | | Jo Harrington | | | | Recorder | | Sarah Riegel | |
| Team members | | | | | | | | Present X  Absent O | |
| x | Matt Connell | | x | Jo Harrington | x | | Stephanie Joiner | x | Kurt Konda |
| o | Leanne Miller | | x | Sarah Riegel | x | | Elaine Simmons | x | Randy Thode |
| Guests | | | | | | | | | |
|  |  | |  |  |  | |  |  |  |
| Topics/Notes | | | | | | | | | Reporter |
| Classroom Assessment Subcommittee   * Updates   + 263 instructors in the CAT shell for summer 2021 (38 exempt, they did not teach)   + 225 instructors to complete a CAT = 194 completed a CAT, 31 did not     - Matt will send Elaine a list of instructors who are not completing a CAT   + 86% completion rate for summer session (last fall 75% completion rate)   + Still have a struggle with instructors submitting a course assessment instead of a CAT   + End of November due date to help separate CATs from course assessment   + 500 submissions for the academic year (fall, spring and summer) the team is reviewing for the report   + Draft report done by early October * Goals   + 80% of applicable faculty document a CAT with 70% at the “2” rating | | | | | | | | | Matt |
| Course/Institutional Assessment Subcommittee   * Updates   + Finished pilot data at the end of spring 2021   + Will request data in January   + New submission form in place   + Did a Cougar Tales presentation in August   + Drafting the report template now * Goals   + 70% of applicable faculty document improvements using the new form   + Develop and produce an Annual Report | | | | | | | | | Kurt |
| Co-Curricular Assessment Subcommittee   * Updates   + Finished the annual report over the summer   + Created a new survey tool we will use to evaluate new student groups to determine if they are a co-curricular or extra-curricular   + Jonathan Dietz will send this survey to new groups as part of their formation process   + Drafted language to include in the constitutions to indicate that the group is co-curricular   + Currently there are 19 co-curricular groups * Goals   + 70% of co-curricular activities document improvements made based on the data   + Re-align SLOs to the FLOs   + Partner with Student Life to institute identification process of co-curricular activities and documentation of co-curricular process as a part of student-group constitutions/expectations | | | | | | | | | Stephanie |
| Program Assessment Subcommittee   * Updates   + Met with Mary Foley   + Meeting with Chris Baker this week * Program Assessment Report DRAFT   + Goal is to have a report done by the end of this month for each program going through instructional review * PowerBI * Goals   + Identify or develop remaining PLOs for all Barton Programs and post on the respective program websites   + Provide “bare-bones” analysis of the PLO for the respective programs with Instructional Reviews this fall   + Identify current or develop means to close the loop between assessment, planning, and budgeting   + Develop and produce an Annual Report | | | | | | | | | Jo |
| General Education Assessment Group   * Updates * <https://forms.office.com/Pages/ResponsePage.aspx?id=jzFwT5Y5jEGhyumzq5b4FCxHSQFyY8BGhpvsC5fIsl1UOEw2TzVJOFM3SFhOMFdXSlpVMDYwMEJFNy4u> (Form) * Initial focus/pilot: Global Issues and Diversity * Goals   + Finish the documentation form   + Pilot with the GEO Global Issues and Diversity | | | | | | | | | Jo |
| Assessment Institute Participants   * Jamie Abel, Shawgi Ahmed, Chris Baker, Yuchen Boswell, Angela Campbell, Marlo Chavarria, Matt Connell, Daniel Garson, Colvin Hooser, Lawrence Weber, Cathy Smith * Starts September 10 | | | | | | | | | Jo |
| Assessment Spotlight Videos   * CAT and Course Assessment Spotlight videos were sent out * Program Assessment Spotlight video will be sent out the last week of September * Will add Closed Captioning to the videos and upload them to the external assessment webpage | | | | | | | | | Jo |
| Course Binder Project   * Updates   + Working with Karly Little to get all the CEP courses done * Cougar Tales Presentation * HLC Criteria 2.C.5, 3.A.3, 3.C.2, 4.A.4, 5.A.3; KBOR CEP Requirement iii. | | | | | | | | | Jo |
| CPR Data (Metrics)   * Updates   + Recalculated retention rates for fall 2019 to fall 2020 and they went down slightly   + Persistence – will be collecting data from the National Clearinghouse | | | | | | | | | Randy |
| OAC Goals   * Ensure the Assessment materials are up-to-date (Handouts, Guides, Reports, Web-Sites, Process Maps, Mission, etc.)   + Review the process handbooks * Assessment Institute – Ongoing * Develop Journey Maps for each layer of assessment and Instructional Review * Draft a response for HLC Criteria 4B (and others as applicable) * Assessment Summit (overview presentation) on 01/13/2022 for Administration * Assist in the development of Course Binders for the CEP courses * Determine/Include Power BI reports on FLO and PLO (high level only) on assessment website | | | | | | | | | Jo |

**ENDS:**

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| ESSENTIAL SKILLS | “BARTON EXPERIENCE” |
| WORK PREPAREDNESS | REGIONAL WORKFORCE NEEDS |
| ACADEMIC ADVANCEMENT | SERVICE REGIONS |
| PERSONAL ENRICHMENT | STRATEGIC PLANNING |
| CONTINGENCY PLANNING |  |

***Barton Core Priorities/Strategic Plan Goals***

***Drive Student Success***

1. Advance student entry, reentry, retention and completion strategies.

2. Commit to excellence in teaching and learning.

***Cultivate Community Engagement***

3. Expand partnerships across the institution.

4. Reinforce public recognition of Barton Community College.

5. Foster a climate of inclusivity so students, employees, and communities are welcomed, supported, and valued for their contributions.

***Emphasize Institutional Effectiveness***

6. Develop, enhance, and align business processes.

7. Manifest an environment that supports the mission of the college.

***Optimize Employee Experience***

8. Promote an environment that recognizes and supports employee engagement, innovation, collaboration, and growth.

9. Develop, enhance, and align business human resource processes.