	Committee Meeting Minutes			
Team Name	Outcomes Assessment Committee			
Date	September 15, 2009			
Time	3:15pm – 4:15pm			
Location	GB: U219 (NOT A113)			

Facilitator	Jo Harrington		**Recorder**	
Team members				
A	Dana Allison	X	Gil Cloud	X	Vern Fryberger	X	LaVonne Gerritzen
X	Jo Harrington	X	Teresa Johnson	X	Gene Kingslien	X	Ange Sullivan
Guests							

Topic/Notes	Reporter	Attachments	Description
Minutes	Jo Harrington	OAC Retreat minutes	Minutes were approved – moved by Gil Vern seconded
SWOT Results	Ange Sullivan	SWOT	• Plan to meet with course coordinators People need to see the value – which will be a huge step in the right direction • Show how courses are improved • Can show weaknesses in fall – and literally see improvements in the spring • Can we have a specific student that can report on how learning has improved • Need list of short=term classes to Jenna ASAP
LICC update	Jo Harrington	N/A	Jo & Ange will meet with LICC in January for the joint meeting between LICC and OAC
AQIP Category 1	Ange Sullivan	AQIP Category 1 Questions	Moved to October Agenda
DLA Results: Options	Jo Harrington	• Option #1 • Option #2 • Option #3	• Option 2 picked – easiest to do • Meet with course coordinators • Option 3 – takes longest • Add sample sizes at the bottom of the report in a footer
DLA Results: Documentation	Jo Harrington		• Course coordinator report may be sufficient • Need to report on student learning • If we can report on every course going through course level assessment • Use CAT to document – just faculty involved in the course assessment project • BUT, some will report even if they are

			NOT in course assessment project – AND
			• Some in course assessment project do not know they are in the process
			• What should Jo tell course coordinators – they will need to contact the faculty within their groups
			• Give out information at October faculty meeting
			• Can use scheduling matrix to find out who is teaching specific classes involved
			• Jo is going to try to go to the Dean's meeting on September 30 at 10-11:30 in A113
Course Assessment: Review	Jo Harrington	2009-10-CAP	• Need to know which courses we are going to use
			• This needs to be decided at the next meeting
			• College Algebra might be a good one – this will be one of the first ones
			• Identify which questions we want
			• Will discuss at next meeting – what questions will be asked, so that we can get these
			o To the instructors ahead of time
			• Jo will send a reminder two weeks before the next OAC meeting
Course Assessment: Update	Jo Harrington	• General Education Courses • DLEAP Gen Ed Coverage	• Adding courses?
			• Which ones – how do we go about adding them?
			• Need a description of all the outcomes
			• Talked about looking a breadth classes
			• Do we want to look at cultural things
			• F5—cultural
			• Cultural Anthropology might be a good one since it would address F5
			• Art History & Philosophy would be another good class
			• Teresa is starting to teach Intro to Lit – she will make a point to address F5
			• World Lit (Steph) would be another good one
			• Ethics
HLC Presentation	Jo Harrington	HLC Proposal	Jo is going to Chicago in April to make a presentation on our assessment project Team members looked over the "Call for Proosals"

			• Everybody needs to read through it – and send suggestions to Jo (ASAP) • Questions to ask course coordinators – to document changes • Option 2 data – will be sent out to help this • Look at AQIP questions – which ones we want to work on
Next Meeting			October 13th – A113 • Questions to ask course coordinators – to document changes • Option 2 data – will be sent out to help this • Look at AQIP questions – which ones we want to work on
Adjournment			4:20pm