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| AGENDA/MINUTES |
| Team Name | Outcomes Assessment Committee |
| Date | 02/19/2018 |
| Time | 1:00 – 1:45 pm. |
| Location | S-139/GoToMeeting ([www.gotomeet.me/s139](http://www.gotomeet.me/s139)**)** |

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| Facilitator | Jo Harrington | Recorder | Sarah Riegel  |
| Team members | Present XAbsent O |
| o | Randy Thode | x | Ange Sullivan | x | Steven Lueth | x | Elaine Simmons |
| x | Kathy Boeger | x | Ashley Anderson | x | Leanne Miller | x | Jo Harrington |
| Guests |
|  |  |  |  |  |  |  |  |
| Topics/Notes | Reporter |
| Classroom Assessment Subcommittee* Initial meeting has taken place
* Met 3 weeks ago, meet again Wednesday
* Update on proposed CAT documentation process
* Looked at charter, went over role of group and goals
* Goal is to have process in place for Fall
 | Ange |
| CATs Process* Expectation is to do CATs on all classes/CRNs, only need one documented CAT per term (can submit more than one if faculty chooses), at most you would document 3 in a year
* Consider if the Classroom Assessment Subcommittee would randomly select CRNs
	+ Ange: subcommittee wanted to know why the need for this; faculty should be able to choose and may be difficult logistically, not appealing to some
	+ Elaine: redundant for faculty to report on every single class; worry is that faculty would only do CAT in the class they have to report and not do CATs in all classes (don’t want faculty to find a loop hole)
	+ Kathy: don’t want to be told which class to do, do CATs on all classes but only need to submit the best one at faculty choices
	+ Ashley: as a Dean or Executive Director, after communication is given to faculty to do CAT, the faculty should let Dean/ED know which one they are doing to hold them accountable
* Access system – can program to randomly select class/CRN, but manually email faculty to remind mid-point of class (this is a lot of work)
* Not all CATs need to be successes, some can be failures
 | Team |
| Strategic Planning* OAC Charter has been updated for approval
* Assessment Institute Curriculum has been drafted and presented to Dean’s Council
* Elaine made some comments/suggestions

 | Jo |
| Co-Curricular Assessment Subcommittee* Co-Curricular Assessment Subcommittee will be chaired by Steven Lueth (one-year appointment)
* An email will need to be sent requesting volunteers to serve on the committee (Elaine will send email, should include staff and faculty)
* Develop charter
 | Jo |
| Program Assessment (Subcommittee)-Dean’s Council* Program Assessment and Program Learning Outcomes (PLO) have been discussed with the Deans
* Eight pilots will be selected from the Academics (4) and Workforce Training (4) to develop PLOs

 | Jo |
| Assessment Academy* A bi-annual report (v6.0) was recently submitted to the HLC mentors for review
* In the past responses take 2 weeks, as much as 6 months

 | Jo |
| EduKan Update* Any EduKan Assessment materials for review will be emailed out as usual
* Any comments/questions/concerns can be directed to Stephannie Goerl
* Elaine: EduKan may be changing, one member may not want to be a member anymore
 | Jo |
| Assessment Institute Curriculum* Assessment books in library
* Next step after completing Assessment Institute faculty will serve on assessment sub-committee
* Curriculum will be recorded to further training

 | Jo |

**GTM Information:**

**Please join my meeting from your computer, tablet or smartphone.**
[www.gotomeet.me/s139](http://www.gotomeet.me/s139)

**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***

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| --- | --- |
| **Drive Student Success**  | **Emphasize Institutional Effectiveness** |
| *1. Improve Student Success and Completion* | *6. Develop, enhance, and align business processes* |
| *2. Enhance the Quality of Teaching and Learning* | *7. Provide a welcoming and safe environment* |
|  |  |
| **Cultivate Community Engagement**  | **Optimize Employee Experience**  |
| *3. Cultivate and Strengthen Partnerships* | *8. Support a diverse culture in which employees are engaged and productive* |
| *4. Reinforce Public Recognition of Barton Community College* |  |
| *5. Provide Cultural and Learning Experiences for the community* |  |