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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 X  Absent 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* |  |