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| AGENDA/MINUTES |
| Team Name | Outcomes Assessment Committee |
| Date | 04/15/2021 |
| Time | 3:30 – 4:30 pm. |
| Location | <https://zoom.us/j/8309247451>  |

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| Facilitator | Jo Harrington | Recorder | Sarah Riegel  |
| Team members | Present XAbsent O |
| x | Matt Connell  | x | Jo Harrington | x | Stephanie Joiner | x | Kurt Konda |
| x | Lee Miller | x | Sarah Riegel | x | Elaine Simmons | o | Randy Thode |
| Guests |
|  |  |  |  |  |  |  |  |
| Topics/Notes | Reporter |
| Classroom Assessment Subcommittee* Newsletter? Everyone likes the newsletter, want to keep it going
* Idea to assist faculty with completing CATs: do a video of an instructor talking about their CAT
* As of today 273 faculty in CAT shell: 117 completed, 9 faculty exempt (those not teaching), 147 not completed (some of these faculty may be exempt)
* Most CATs come in at the end of the semester
* Separating the concept of CAT vs. course assessment to encourage faculty to complete prior to end of semester – want to move the CAT submission date up – consider submitting CAT before drop date
 | Matt |
| Course/Institutional Assessment Subcommittee* Work on things over summer – Cougar TALEs presentation
* Cougar TALEs session in August
* <https://forms.office.com/Pages/ResponsePage.aspx?id=jzFwT5Y5jEGhyumzq5b4FNoObP_xrnFNo8FfHEHOW9ZUNURSWjNJRTJUMzIxMFZBSjk1TEhJTkg0Si4u> (Form)
* Action: Determine where a link to this form can be placed, other than just emailing it out (Portal, internal website, SharePoint in O365)
 | Kurt |
| Co-Curricular Assessment Subcommittee* Closing the loop? Want to determine what our college’s goals are for co-curricular not just each individual groups goals
* Subcommittee has come up with 5 questions to ask student groups to determine if they are co-curricular vs. extra-curricular
	+ These would be asked when someone wants to develop a new student group
	+ For groups that are co-curricular they would have language in their constitution stating so
* There are 13 co-curricular groups that will have a report for this semester with possibly one more
* Moving co-curricular under fundamental outcomes
	+ We’ll recommend to each group where we think they will fall under fundamental outcomes
 | Stephanie |
| Program Assessment* Kick-off in the fall
* Purpose: Review Program Assessment data, give a first glance/take at potential areas of improvement and flag them ahead of time prior to inclusion in Institutional Review
 | Jo |
| Assessment Institute Subcommittee selections* Classroom (Melissa Hardwick, Roni Wertz)
* Course/Institutional (Emily Cowles)
* Co-Curricular (James Miller)
* Program (Andrea Jenkins, Luis Palacios, [Claudia Mather], Stephanie Joiner)
 | Jo |
| Assessment Spotlight Videos* Classroom Assessment: <https://www.screencast.com/t/zrrxRazr> (7:54)
* Course Assessment: <https://www.screencast.com/t/WEUgMPtaR> (9:40)
* Program Assessment: <https://www.screencast.com/t/cl9eaNxqn6uT> (11:49)
* Co-Curricular Assessment: TBD
* Action: Outline plans for using the videos – Matt can send out the classroom assessment video, consider using the videos for new hires, need to find a home for the course assessment video link
 | Jo |
| HLC Conference* (4.B.) Effective processes for assessment…
* “Explain & Justify” Common Theme – explain to us what you are doing and justify it
* Program and Co-Curricular emphasis
* <https://www.userinterviews.com/blog/best-customer-journey-map-templates-examples>
* Action: (1) Review/Update Assessment Process Handbooks & (2) Websites, (3) Develop a Journey Map for Assessment (holistically and/or by layer)

* Would like to list the PLOs on the program website pages – Jo will talk to Brian and Kathy
 | Jo |
| CPR Data (Metrics)* No update
 | Randy |

**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* |
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| **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* |  |