

Outcomes Assessment Committee

2012-2013 Team Charter

Sponsor

Penny Quinn, Ph.D.

Team Leader(s)

Jo Harrington – Barton County campus
Brenda Siebold – Fort Riley campus

Membership

Faculty membership on the Outcomes Assessment Committee is voluntary. Faculty team members will serve three-year terms. At the end of their terms, Faculty Council will appoint replacements. Whenever possible, appointments will be based on the instructional department/area represented by the vacating member. Upon approval of the Outcomes Assessment Committee membership, the Vice-President of Instruction and Student Services may request and approve additional Committee members. Faculty members may request to extend their membership.

Team Members

Faculty

Kathy Boeger
Vern Fryberger
Steven Lueth
Angie Sullivan

Staff (As needed)

Testing Coordinator
Advisement Coordinator
College Programs Coordinator
Coordinator of Instructional/Institutional Research
Executive Director of Workforce Operations

Ex-Officio Membership

Dean of Academics
Dean of Fort Riley Learning Services & Military Operations
Dean of Workforce Training & Community Education

Student Representatives

Vacant

Purpose

The purpose of this Committee is to update and ensure the implementation of the College's Annual Outcomes Assessment Plan and Three-year Strategic Plan.

Importance

This Committee provides the leadership necessary to ensure that the assessment of student learning is providing consistent and useful data to faculty, the instructional divisions, and the institution for the improvement of the curriculum and student learning

Scope

The Vice-President of Instruction and Student Services, in cooperation with the members of the Committee, shall retain the responsibility for the development of faculty-driven assessment activities which document and improve student learning.

The Committee will

- foster college-wide faculty involvement in assessment activities;
- encourage consensus in the planning, implementation, analysis, and documentation of assessment activities;
- support faculty-control of the curriculum;
- advise the Learning, Instruction, and Curriculum Committee.

Schedule

The Committee will meet regularly to complete its tasks and to report progress toward the development and implementation of the College's Assessment Plans. The Committee's recorder shall post minutes of the Committee's meetings so that they are electronically accessible to all faculty. This position will rotate by committee member throughout the year.

Deliverables

The Committee will

- facilitate two-way communication between the Committee and individual faculty members and departments, the Faculty Council, and members of the Learning, Instruction, and Curriculum Committee;
- recommend, develop, and/or implement strategic initiatives that support the assessment of student learning;
- design, recommend, and implement the College's assessment plans;
- ensure that the annual Assessment Plan and the Three-Year Strategic Plan address student learning at all five levels, including institutional, degree/general education, program, course, and classroom;
- create a realistic timeline which names personnel responsible for implementation and allows for faculty control of the curriculum;
- educate the institution's constituent academic units about the significance of their on-going participation in the assessment process, providing resources, assistance, and training.

Measures

- Regular posting of current assessment and Committee documents to the Instruction and Student Services website.
- Report of accomplishments to the Learning, Instruction, and Curriculum Committee in cooperation with the Vice-President of Instruction and Student Services, the President and the Faculty Council.
- Annual evaluation of assessment activities and report of results to Vice-President of Instruction and Student Services

Other

A budget has been established for use by the Vice-President of Instruction and Student Services for College-wide Outcomes Assessment activities. Accordingly, it is within the Committee's purview to recommend activities that entail budget expenditures.