



Minutes

Committee Name: Outcomes Assessment Committee

Date: November 6, 2018

Time: 9:06-10:18 a.m.

Location: EW 207 video w/ KRV 5 and zoom

Present: Vivian Baker, Christine Small, Lucila Gonzalez-Cirre, Jan Moline, Heather Bopp, Jaclyn Kessler, Kimberly Dochterman (student rep)

Absent: Corey Marvin, Dawn Ward, Suzie Ama, Melanie Jeffrey

1. Call to Order

Time: 9:06 a.m. Vivian Baker

2. Approval of Agenda

3. Approval of October 3, 2018 Minutes and Action Items

3.1 Welcome Kimberly Dochterman, student representative!

3.2 Correction to Lucila's last name. Update Website to include Kimberly.

4. eLumen Update

4.1 Discussion of Performance Descriptors required in eLumen. They are the summary criteria that indicates if the SLO was met, somewhat met, or not met. Programs already have them in some form, we just need to get them into eLumen. This is being done on a case by case basis as courses are brought for assessment. The SLO Coordinator will continue to plan assessments in eLumen for the next year or two, allowing everyone time to become familiar with it. Eventually Chairs will plan their own assessments, with the SLO Coordinator being informed.

5. AUP Reviews

5.1 The AUP report available on the web does not show on the report, or is not representing the way we anticipated. Christine looked at the template and the report and she feels the questions are not populating when the PDF is run and posted.

5.2 GAP identified: We need a way for previous gaps identified in AUP or PR to carry over into fields so they are not dropped/lost. No discussion of gaps identified and discussed in Program Review. There should be reflection on outcome findings in the AUP as it informs future work. A recap of what is in the PR might be appropriate. For example KINS identified, "one clear goal for next program review is to get our mapping and assessment more streamlined..." This should be reflected in the AUP looking forward to assessment goals.



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- 5.2.1 Suggestion: A separate prompt asking for identification of goals from PR, and annual follow up to track progress. Without this, goals in the PR may be forgotten until the next PR is written. If there is a way to auto-populate a field with previous identified gaps, it would be help!
- 5.3 Need to distinguish between Assess (gathering data) and Analyze (reviewing, discussing, and creating an action plan related to the data analysis).
- 5.4 Amin Units need to include 5 year plan in Program Reviews
- 5.5 The following AUPs were reviewed: Allied Health, Athletics, BUS, CHDV, CDC, Counseling, English, Honors, HR, Industrial Arts, KINS, Library, Math, Outreach, PIO, Public Services/ ADMJ, Science, Social Science, and Visual & Performing Arts. Vivian will work on getting the results into an accessible report.
- 5.6 OAC maybe needs to do a report of AUP, or a reminder of outcomes /gaps if it isn't possible to have it populate from previous report (like it does for Initiatives).

6. Review of Action Items

- 6.1 Correct minutes and update student representative on OAC webpage.
- 6.2 Reminder of SLO Symposium in January. Those interested need to let Vivian know ASAP.
- 6.3 Vivian has started exploring how to add AUOs into the system. AUO audit will begin in spring. GELOs will be added AFTER the Program Review, so they can be revised first.
- 6.4 Several Departments have requested assessments for fall.
- 6.5 The committee felt we could cancel the December meeting since there is no immediate work pending.

7. Future Agenda Items: eLumen process/training, AUOs

- 8. **Future Meeting Dates** December 4, 2018 (canceled); February 5, 2019; March 5, 2019; April 2, 2019; May 7, 2019.

9. Adjournment 10:18 a.m.

Meeting Chair: Vivian Baker
Recorder: Vivian Baker