

OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes

Team Name:	Outcomes Assessment Committee		Date:	7 October 2008	
Process/Project:	Committee Meeting		Time:	3:15	
Recorder:	Stephannie Goerl		Place:	U219/FR ITV Room	
Team Leader: Gillian Gabelmann			Meeting Facilitator: Stephannie Goerl		
Team Members:					
Dr. Rick Abel	X	Dana Allison	X	Janet Balk	
Caicey Crutcher	X	Dr. Tim Folkerts	X	Vern Fryberger	X
Dr. Gillian Gabelmann	X	LaVonne Gerritzen		Stephannie Goerl	X
Jo Harrington	X	Ed Johnson	X	Teresa Johnson	
Gene Kingslien		Karen Kratzer	X	Lisa Peterson	
Elaine Simmons		Angela Sullivan	X		
Other Attendees:					

Topic #1: All-Faculty Meeting – OAC Involvement

Stephannie reported that the tentative agenda for the All-Faculty meeting on October 22 allows OAC 90 minutes of the general session and whatever time the department chairs want to allow in department meetings for discussing Course Assessment Instrument questions and their relevancy to the degree-level assessment plan.

During the general session, Ange and Stephannie will review Class- and Course-level assessment, hopefully taking no more than 10 minutes. The remainder of our allotted time will be devoted to the Degree-Level Plan presentation by the Task Force (Jo, Caicey, Dana, and Alissa). During the departmental meetings, department chairs will ask Course Coordinators to begin the work of reviewing their assessment instruments for the purpose of using and/or developing imbedded questions for degree-level assessment. The plan is for this work to be concluded at the spring all-faculty meeting.

After the general session, faculty will review and vote on the revised General Education Outcomes. Because there will not be any significant time devoted to this agenda item, faculty will likely not have time to word-smith. OAC therefore recommends approval of the five General Education Outcome **areas**: Critical Thinking; Lifelong, Independent Learning; Historical Perspective; Technology; Cultural Diversity. Word-smithing can occur later, if needed.

Degree Level Task Force reported that they will need a projector, laptop, cables, screens, wireless mouse and lapel microphone.

- **Action Item:** Alissa will communicate with the Faculty Council sub-team responsible for putting together the technology and other All-Faculty meeting details.
- **Action Item:** Stephannie will send out a note to Faculty Council and the Department Chairs group asking them to continue to encourage faculty to review proposed changes to the Gen. Ed. Outcomes.

Topic #2: AQIP Action Project

Dr. Gabelmann asked the Committee to put together an Action Project for HLC-NCA AQIP accreditation. Since one AQIP Action Project must relate directly to student learning and since the Degree-Level Plan is the Committee's #1 priority for 08-09, it's a natural fit for the AQIP Action Project. Generally, AQIP Action Project timelines do not exceed three years; the Committee feels that three years is enough time to implement the Degree-Level plan, which will be implemented in phases.

- **Action Item:** After the All-Faculty meeting, the Degree-Level Task Force will work on completing the HLC-NCA Action Project Worksheet.

Topic #3: Survey Wizard Update

Using eCollege's Survey Wizard, fall Student Course-Evaluation Surveys will be launched into every course which has a course shell. For full-time faculty, this process will replace the previous pencil-and-paper Scantron form. Once the survey is launched, students will have to complete it before accessing other areas of their courses.

The survey currently being launched into online shells has only 10 questions (compared to the 23 on the Scantron questionnaire. Questions can be added; currently, program directors/coordinators and department chairs/executive directors may request program- or department-specific questions to be added to the survey. Faculty will have a chance to review the 10 core questions at the All-Faculty Meeting. If they wish to revise the questions, they will have to work quickly for end-of-semester deployment.

Several members expressed concern faculty at the Great Bend campus are unaware that Student Course-Evaluation Surveys will now be administered through the eCompanion system. An additional concern is that students enrolled in courses whose eCompanion shells are used to house only the minimum-required content (syllabus, gradebook, office-hours) will probably not go into their shells just to complete the Student Course-Evaluation Survey.

- **Action Item:** Dr. Gabelmann will send out an email informing faculty of this new method of administering Student Course-Evaluation Surveys via eCollege's Survey Wizard and the benefits of using this system. She will encourage faculty to think creatively about ways to entice their students into their course shells.

Topic #4: EduKan Assessment Report

Tim Folkerts, EduKan Assessment Committee representative, reported that representatives of that Committee will be meeting with EduKan faculty members regarding their 2007-08 assessment results. Faculty who meet their benchmarks 4 or 5 semesters in a row are rotated off the review cycle.

In addition to reviews of assessment results, the EduKan consortium Deans select courses and engages peer reviewers to audit and evaluate EduKan course shells and content.

Gillian reported that BartOnline is in the process of setting up a course review process for online-only courses.

Topic #5: Strategic Plan

Stephannie asked members to review the 2004-2009 strategic plan for the purpose of determining what progress has been made and what items we want to retain for the next 5-year strategic plan.

- **Action Item:** Stephannie asked Dana to work with LaVonne Gerritzen and vocational faculty to develop the program-level portion of the next Strategic Plan.