



**College Outcome Group
M I N U T E S
Tuesday, November 13, 2018
3:30 to 5:00 PM – MCW 312**

Present: Phillip Briggs, Asher Sund (phone), Jack Bennett, Maureen Eliot, Corey Wendt, Deanna Hall, Rocio Fajardo

Recorder: Phillip Briggs

CHARGE: *The College Outcome Group will be responsible for monitoring the progress and evaluating the quality of Student Learning Outcomes and Service Unit Outcomes on campus. The committee will create an annual report of SLO and SUO progress.*

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)
A. Topic One		
<ul style="list-style-type: none"> Review 9/11/2018 Minutes 	<p>Meeting began at 3:35 pm.</p> <p>Reviewed 9/11/2018 Minutes. A few minor corrections were noted by the group, and the amended minutes were motioned for approval by Maureen Eliot, seconded by Jack Bennett, and approved unanimously.</p>	
B. Topic Two		
<ul style="list-style-type: none"> Review 10/9/2018 Workshop 	<p>The group discussed the "Demystifying Assessment and Building Better Rubrics" workshop that was held on October 9, 2018, in lieu of the usual COG meeting.</p> <p>The following points were raised:</p> <ul style="list-style-type: none"> The information was great, but it would have been useful to have presentations sent out quickly afterward. The information that Asher began presenting was interesting, but unfortunately, he was cut off due to time. Maureen requested that Asher present the rest of his information at the next COG meeting. Workshop attendance was higher than at the previous workshop in spring 2018. The timing could have been improved (i.e. starting on time, adhering to timing of agenda, etc.). Would have been nice to have time for a Q and A with the presenters. Could have done a better job promoting the workshop further in advance. 	
C. Topic Three		

<ul style="list-style-type: none"> Phase Two Update 	<p>Asher gave an update on Phase 2 progress. Most packets have been submitted but there are a few persistent holdouts. Asher and Nathan are reaching out to department chairs and deans to work to obtain the final packets.</p>	
D. Topic Four		
<ul style="list-style-type: none"> Canvas Update 	<p>Asher, Sharon Oxford, Deanna Hall, and Rachel Johnson met to begin working on piloting Canvas for use in assessing SLOs in Child Development. The larger learning curve was related to setting up the rubrics in Canvas. However, one Child Development instructor who had never done it before was able to successfully set everything up for all of her classes within an hour or so. The next step will be to actually do the assessments later in the semester.</p> <p>Corey and Asher discussed the possibility of piloting Canvas for use in assessing the Counseling Dept's SUOs. They agreed to get in touch to begin work on it.</p> <p>Discussed the possibility of holding a March workshop that would focus on using Canvas for assessing both SLOs and SUOs. This will be discussed at the next COG meeting in December.</p>	
E. Topic Five		
<ul style="list-style-type: none"> SLO Website 	<p>Phillip Briggs walked the group through the updated SLO Website. Nan Duangpun built a 'Find an Outcome' Dashboard that allows anyone to view the SLOs/SUOs for all courses, programs, and services, as well as their scheduled assessment date without requiring a Tracdat login.</p> <p>The group also viewed the online forms developed for creating new SLOs/SUOs and for updating existing SLOs/SUOs. There was discussion about communicating the process to the campus once the forms are finalized.</p>	
F. Topic Six		
<ul style="list-style-type: none"> SLO Handbook and Faculty Resources 	<p>The group viewed the existing SLO Handbook that is on the Resources page of the SLO website. It was last updated in Spring 2016. The group discussed the functionality of the handbook, and how to go about revising it and updating it to ensure that it has a balance between the amount of information it contains and the ability of the group to regularly update it.</p> <p>It was decided that the handbook would be sent out to the group after the meeting. Each member would review it and find 2 things that they liked in the handbook to bring back and discuss at the December meeting.</p>	
G. Adjourn		
	Meeting ended @ 4:30p.m.	