1. Approval of Minutes

#6 discussion tabled

#5 discussion tabled

Consensus was made with those changes reflected.

1. Decision about ‘old’ PLO/ILO/GELO assessments that are incomplete

Eileen Kerr stated that 75% of the assessments have been completed and 25% are not responding to requests of the committee for completion. What is outstanding for the most is tying the CLOs to the PLOs, ILOs, and GELOs. A narrative document exists by which departments missing the data can fill out this form and submit to Eileen Kerr. She will send this document to the department’s cc’ing the deans who will follow up.

Consensus was reached to follow this path.

1. Tracking CLO assessments by individual student:
2. Reps need to notify their divisions about tracking CLO assessments by individual student. This is very important and very urgent, and it needs to be done with great care and sensitivity.

Nita Gopal suggested drawing the parallels between assigning individual grades by student and reporting CLO competencies by student for assessment purposes. eLumen software reports data by student. A concern was voiced that we are underestimating the scope of this task and the enormity of the message. There was a discussion regarding the assessments due in Fall 2015. Ms. Kerr suggested that the reps tell their departments to collect their assessment data by student and they will be trained by the work group to upload it into eLumen. Excel training was suggested since some proficiency would be required to meet the criteria. A suggestion was made that the weight of Academic Senate is needed to propel this movement forward. Jennifer Hamilton appreciates that this software and data we are entering is building a good foundation for meaningful conversation toward assessment and continuous quality improvement.

1. We need a volunteer to create an example to show faculty the easiest way to do the per-student data collection

Ms. Kerr will send out language to the reps (poly-paragraph) which they can use to share with their departments. She will also send out a sample spreadsheet she uses to collect her data. The request was made that this assessment push become a part of institute day.

1. Continued discussion and finalizing of OAW rep responsibilities

Perhaps each division could work on the following:

* Hold meetings (once a semester maybe) within the division to discuss Outcomes Assessment methods, instruments, and scoring
* Discuss with division members what assessment is and what it isn’t.
* Discuss faculty concerns about assessment—things such as—it being burdensome or meaningless or a waste of time
* Discuss how to best make use of the Outcomes Assessment movement with our students in view

Ms. Gopal will send out a Google doc to the group. If consensus is reached, the work group will forward the suggestions through Academic Senate.

1. ~~Where we are with eLumen: What’s happening next; how and when the next set of trainings (reps and faculty) will take place.~~ **TABLED**
2. Moving on from data entry to the real output: How do we move assessments from the act of data entry, mapping, and even reflection to giving feedback to students about the quality of the output: Meets or doesn’t meet the criteria. How do we make all this hard work matter to students?

All the student data being collected will be accessible to students to view their individual data. This option is not turned on at this time but will become available in the future.