



**Outcomes Assessment Work
Group
MINUTES
Friday, February 8, 2019
1:00pm – 2:30 pm (FH 234)**

Members Present: Nita Gopal, Lynette Borrelli, Amy Carnahan-Cook, Kathleen Ennis, Belen Robinson, Patricia Wall, Gerald Wray, Rhonda Campbell

- Two new members were introduced: Margie Humphries (Nursing), and Rhonda Campbell (Accreditation & Assessment Process Specialist). Margie will meet individually with Nita. Nita plans to prepare a booklet for new Division coordinators to help with the Outcomes process.
- Nita presented at the SLO symposium on January 25. At the end of the meeting she reviewed her presentation with the group. The link can be found at:
<https://docs.google.com/presentation/d/15AaDtyElxuo0wk3PaNggqkHoesh4xulxlwBri4KJvQ/edit#slide=id.p>
- Spring 2019 is uploaded. For a full-semester class, it is suggested to wait until the final drop date (and an announcement) to enter assessment data.
- Weekly uploads are now available.
- Fall 2018 shows almost 98% of courses with at least one assessment. Spring 2019 is at about 80%. This will change as unused assessments are deleted.
- Connecting eLumen and Canvas is in progress. Nita is working with eLumen to work out issues.
- **New schedules are needed for fall 2019 through spring 2021.** Renewing the current schedule is the easiest method and was agreed upon (unless new courses have to be added to a schedule). The deadline to submit schedules is **March 31, 2019.**
- Online meetings, if needed, were discussed and members were agreeable. Zoom was suggested as an easy platform to use to access the online meetings.
- Nita will set up a workshop to assist department coordinators with reviewing reports.
- Nita has requested to provide an SLO workshop during Fall Institute Day.
- The next meeting will be Friday, March 8, at 11:00 a.m. The two-hour meeting will be a working lunch meeting, location TBD.