

Agenda
Outcomes Assessment Committee
2024-09-11

Attendance: Erik Rolstad, Amanda May, Sarah Tracey, Stephen Owusu-Ansah.

Absent:

- I. Call to order: 2:02 pm
- II. Review of minutes: Stephen corrected a small spelling issue. Amanda moved accept the minutes. Stephen seconded. All in favor (4).
- III. Review of agenda: Sarah moved. Amanda seconded. All in favor (4).
- IV. Committee procedures: Erik provided a reminder that moving forward, the meetings would follow Robert's rules.
- V. **Most Recent Audit OA 22-23 Report Submissions:** Erik reported on the figures of missing outcomes assessment reports by departments. The committee has reached out, and the next step includes reminders from the deans and provosts. Erik requested that Stephen reach out to Heath and added that it's possible the report just hasn't been uploaded. Business has some data uploaded to the website, but the reports are still missing. There are also missing reports from general education. Erik also reported our data analyst, Mario Urisote, has taken a new position, but the position is posted and the committee is formed. Sarah asked how often outcomes assessment plans need to be updated. Erik reported that back when we got the finding from HLC that we needed stronger assessment, we developed a plan for a 2-year cycle. Erik stated we as the committee have the authority to report the plan.
- VI. **General Education Plan:** Erik reported that we have a plan for the general education plan. The committee discussed Patrick Wilson's appointment to spearhead this effort. Amanda stated that Patrick seemed experienced enough to have the institutional knowledge needed to address the general education efforts and that she had no concerns. Stephen and Sarah both also expressed their support.
- VII. **OA Process Checklist:** the checklist is available for distribution to preparers. Erik stated that Heath Anderson originally developed the checklist and shared

his revisions. As well he explained how delays can create a backlog of work related to outcomes assessment. The committee discussed whether the outcomes assessment components should be mandatory.

- VIII. **Upcoming Workshops:** Erik and Amanda are meeting with the CTE today to further discuss collaborations. Erik said that this is a chore if it hasn't been done. Stephen discussed issues for business with gathering the reports, as they currently have an interim chair. Sarah raised the issue of turnover being a limitation. Erik also shared that an OA taskforce is currently being formed. Erik emphasized that we are working to close the gap between the data we collect and the data we provide.

- IX. **Meeting adjourned at 2:46.**

6) Next Meeting

...9/25 at 2:00 PM???