



VICE PRESIDENT OF INSTRUCTION

Date: January 23, 2009
To: Educational Assessment Oversight Committee
From: Larkin Franks
Subject: EAO Meeting Minutes of January 16, 2009, 2:30-3:30 p.m.

Approved

Present: Amy Widger, Elizabeth Milliken, Jack Schommer, Jim Arnold, Larkin Franks, Lee Mitchell, Mary Aebi, Michael McAfee, Nancy Szofran, Rachelle Ham, Wendy Schissel

Absent/Excused: Anna Johnson, David Wright, Diane Van Hise, George Hicks, Keith Maneval, Robert Buroker, Tim Polly

Call to Order and Review of Minutes

Larkin Franks called the Ed Assessment Oversight Committee meeting to order at 2:30pm. She asked the committee to review the minutes of December 5, 2008, *Exhibit A*. The committee asked that the minutes be approved by electronic voting in the future.

Actions:

- ✓ M/S by Wendy Schissel and Michael McAfee to approve the November 7, 2008 minutes as written. Approval was unanimous.
- ✓ Future draft minutes to be approved electronically via email vote.

Review of Interim Accreditation Report- *Exhibit B* (Larkin Franks)

In December the Interim Accreditation Report on Educational Assessment was submitted. A copy of that report has been forwarded for your review. Please submit errors to Larkin for revision. Out of this report an action steps table was drafted. The committee reviewed the table and suggested changes and asked for clarification. Particularly, it was confusing as to what had to be input into weave by the May 30th deadline. Spring instruction will not be complete at that point so data on Spring assessments will be unavailable. Larkin reminded the committee that educational assessment is a continuing cycle. Curriculum changes that would result in analysis of June assessment data would not take place until the following year.

Larkin also urged the committee to champion the need for the CAAP and iSkills testing with their peers. They are necessary components to complete the assessment picture. The committee explained that the timing on the notification is the key.

With regards to developing an assessment plan in the Bus Vehicle Maintenance program, the committee felt strongly that it should be the responsibility of the faculty teaching the program to develop an assessment plan and get assistance from instructors in the Industrial Technology department who are more closely aligned with their curriculum. The committee is here to assist with problems but not to develop assessment tools for programs.

The committee asked if College Now assessments are going to go in WEAVE under the disciplines. Larkin clarified that the data will be captured by the respective disciplines and that

the information captured will then provide Joyce Coleman data to be included in the College Now WEAVE site.

Actions:

- ✓ Committee members to forward corrections to the Interim Accreditation Report on Educational Assessment to Larkin Franks.

WEAVE parties in the TLTL (Larkin Franks)

The WEAVE team will be holding help sessions in the TLTL on the 2nd and 4th Friday of the month from 3:00-4:30. Larkin encouraged faculty to refer their peers to these sessions for help on inputting info into WEAVEonline. She also stated that people needing one-on-one assistance should send requests for time to weave@mhcc.edu. Ryan Machuca is available on Fridays and Toby Eaton is available on Monday and Fridays. Also, Larkin and Nancy are happy to come and speak to groups about Ed Assessment and Strategic Planning. Send requests for their assistance to Diane Van Hise.

Actions:

- ✓ Larkin Franks to send out an announcement about the open sessions in the TLTL.

OUS GPA Report for 2005-6 to 2006-7 (Nancy Szofran)

A copy of the OUS GPA Report was distributed via email. This report details how students from the 17 Oregon community colleges perform at schools in the Oregon University System in the areas of Mathematics, Arts & Sciences, Science, Social Science, Foreign Language and English Composition. Science has requested a clarification in what the Science data is encompassing and Nancy is trying to get that data from OUS. Wendy Schissel stated she was not familiar with this report and asked that it be redistributed.

Actions:

- ✓ Nancy Szofran to get a copy of the OUS GPA Report distributed to the EAOB members.

Adjournment

The meeting adjourned at 3:30 p.m.

Recorder: Rachelle Ham

LF/rh

EA: Min EAOB 1-16-09