



VICE PRESIDENT OF INSTRUCTION

Date: March 20, 2009
To: Educational Assessment Oversight Committee
From: Larkin Franks
Subject: EAO Meeting Minutes of March 6, 2009, 2:30-3:30 p.m.

Present: Anna Johnson, David Wright, Elizabeth Milliken, George Hicks, Jack Schommer, Larkin Franks, Michael McAfee, Wendy Schissel

Absent/Excused: Amy Widger, Jim Arnold, Keith Maneval, Lee Mitchell, Mary Aebi, Robert Buroker, Tim Polly

Guests: Walter Shriner

Call to Order

Larkin Franks called the Ed Assessment Oversight Committee meeting to order at 2:30pm.

Update for Council of Instructional Administrators (CIA) regarding Assessment and the AAOT: (Larkin Franks)

Over the summer the college received a call from the CCWD regarding requirements to publish the AAOT in the catalog. In the structure of the AAOT a cultural and information literacy requirement must be met. However, the requirements were not clearly defined. If an existing course already had outcomes which addressed this requirement could those be used? Would the college need to define a single course or provide a list of courses which meet the requirement? A recommendation to delay the implementation of this requirement within the AAOT until the 2010 catalog cycle was discussed at the most recent CIA meeting. Larkin will continue to update the committee on this issue.

Actions:

- ✓ Larkin to provide updates on cultural and information literacy requirement guidelines.

Education Assessment Day – March 17: (David Wright & Walter Shriner)

As of this date approximately 75 people are signed up to attend (63 faculty and 12 support staff). For the event to be successful the number of working groups needs to be known to facilitate the number of computers needed. Catalysts (familiar with the process of assessment) and Weavers (familiar with the data input into WEAVEonline) have been identified to help facilitate the workflow that day. The committee asked and it was confirmed that there would be strategic planning support available that day. Strategic planning and educational assessment are interwoven processes. Any faculty who have not completed the 07/08 closing loop should definitely attend this event.

Actions:

- ✓ Encourage faculty to attend this event to make it successful.

Ed Assessment & Strategic Planning Timelines: (Larkin Franks)

There needs to be clear timelines for the faculty to follow in both the ed assessment and strategic planning processes. The question was also discussed as to how to effectively communicate deadlines. One suggestion was to assign the task through Outlook. The bigger question is how engage the faculty in the process. Tying assessment to budget is one way. We need to have a “culture of evidence”. We need to identify who is responsible for the leadership on this. Does it lie with the Deans, Department Chairs, Ed Assessment Oversight Committee? Traditionally the EAOC has been involved with the review of assessment. The college needs to create solid systems.

Adjournment

The meeting adjourned at 3:30 p.m.

Recorder: Rachelle Ham

LF/rh

EA: Min EAOC 3-6-09