WAUBONSEE
COMMUNITY COLLEGE

AGENDA/MINUTES	
Meeting: Outcomes Advisory Council **Date: September 27, 2022** **Time: 2:30pm – 4:00pm** **Room: APC 290** **Meeting Dates:** 9/13, 9/27, 10/04, 11/1, 11/15, 1/31, 2/14, 2/28, 3/21, 4/4, 4/18	**Liaisons and Co-Leaders:** Michelle Lindquist and Evan Thomas **Academic Support:** Maribeth Brown **Business, Technology and Workforce Education:** Justin Kline and Jeanine McMillen **Faculty Development and Engagement:** Hoitung Leung and Tanya Watts **Health Professions and Public Service:** Tracy Limbrunner, Mike Moran, and Marjie Schoolfield **LAS/Communication, Humanities & Art:** Sharon Garcia and Sarah Quirk **LAS/Science & Math:** Justin Hoshaw and Steve Kifowit **LAS/Social Sciences:** Elior Iseli and Heather LaCost **Office of Learning Outcomes and Curriculum:** Kathleen Gorski, Chadd Engel, Denise Halverson, and Terry Lyons Absent

PARKING LOT:

Agenda Items	Facilitator	Time Allotted	Findings / Conclusions/Details	Follow-Up--Who/When
Warm Up	Chadd	2:30-2:40	*5-minute pair share of the funniest student-centered story you have from the start of your semester.* Faculty shared stories with each other.	
OAC Council Goals	Chadd	2:40-2:45	*Annual Goals rolled over from last year:* 1. *Every full-time member will collect data (course outcomes and ILO's) for the class they are assessing - in AEFIS.* 2. *Define adjunct participation and support as well as how we will support them.* 3. *ILO Assessment, Identification, and Report*	

			The Assessment Bootcamp is being reviewed by OAC to support goal progress. Institutional roll out is planned for Spring 2023 Faculty Development Days.
Curricunet	Denise & Kathleen	2:50-2:55	Denise shared an overview of the Curricunet process for entering changes, and the Curricunet platform was shared. • When updating course outlines, a PDF download converted to a word document should be used to communicate outline changes. For example, in Microsoft Word, use the "strikethrough" feature for deletions and highlight in yellow for additions. • Division administrative specialists or faculty can enter changes into Curricunet. If you have any questions about this process, don't hesitate to contact Sr. Curriculum Coordinator Denise Halverson. • Denise communicated that an addition will be made to the Curriculum Council webpage to support the process. The Curriculum Council meeting dates on the website were shared, as well as, the Course Development or Revision Checklist.
Course Outlines	Denise & Kathleen	2:55-3:05	The Course Outline form was shared. Kathleen stated that the form may no longer be used because it is more work to complete it. The following were discussed, which are on the Curriculum Council website: • What Course Changes Require Approval • How to Submit Changes to Curriculum Council for Approval
LI Report Work Time	OAC	3:05-3:20	*Identify and complete the course plans and reports on the Assessment Cycle for your content area.* *Resource Tools are available at the bottom of the agenda.*

			The 22-23 Learning Improvement form in AEFIS was shared and discussed as well as the process for completing it.	
Bootcamp Prototype Review: -Module 2 -Module 3	OAC	3:20-4:00	Faculty worked in the following Modules: Module 2 Jamboard Feedback Tool Module 3 Jamboard Feedback Tool Prototype for Rollout	
Open Forum	OAC		The were no items discussed in Open Forum	
Next Meeting: LI Reports SY2021-2022; Continue Bootcamp Review- Modules 3 and 4				

Waubonsee Assessment Resource Tools	
1	Assessment Resource Guide
2	LI Report Process