WAUBONSEE
COMMUNITY COLLEGE

AGENDA/MINUTES	
Meeting: Outcomes Advisory Council **Date: March 21, 2023** **Time: 2:30pm – 4:00pm** **Room: APC 290** **Meeting Dates:** ~~9/13~~, ~~9/27~~, ~~10/04~~, ~~10/18~~, ~~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:** Tanya Watts **Health Professions and Public Service:** Tracy Limbrunner, ==Mike Moran==, and Marjie Schoolfield **LAS/Communication, Humanities & Art:** ==Sharon Garcia==, ==Sarah Quirk==, and ==Ruth Anne Rehfeldt== **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**
Greetings and Quick Notes	Chadd	2:30-2:45	Greetings: Hello For Fall semester – have meetings in a FLEX room in APC. OAC Liaison – Please apply if you are interested Interested faculty to apply through this page: https://facultydae.waubonsee.edu/engagement/institutional-service/outcomes-assessment-liaisons	

			FDDs: review the reports with OAC faculty members and faculty within the disciplines	

			1) Working Together: Promoting Co- Created Self-Assessment and Goal Setting for Outcome Achievement
			  • Assessment sensitivity – in a good spot now.
			  • We are speaking to the course not the person.
			  • Faculty prefer in person assessment.
			  • Review and prepare reports around November 1.
			
			2) MLOs: The Steppingstones to Course Outcome Achievement
			  • Mini-workshops or invite people to OAC meeting
			
			3) IAI Curriculum
			
			4) Connecting the Dots: Resource Shells
			
			Sharing LI Reports (Kathleen)
			  • Connect with faculty on assessment report that you are reviewing.
			
			  • Should invite faculty to OAC meetings to get help with assessment.	

Warm-Up	Chadd	2:40-2:50	How can you motivate students who have just returned from spring break to maintain their progress towards achieving the learning outcomes of a course?	

LI Plan and Report Review	OAC	2:50-3:50	Task: Continue review of courses.	
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			• Have open workshops around December 1 to get them done and turned in on time.	
			• Reach out to the faculty to review the course report with them.	
			• Representation struggle – should be a central location sending out emails etc.	
			• Talked about ZOOM links for Division meeting and breakout rooms for assessment.	
			**Keep in mind that as a team, we want to provide suggestions, considerations, and potential solutions. We want to avoid ownership language such as "I" and "you," and deficit language. The assessment cycle is about the course offering from our institution, as a team.	
			• Note: While providing feedback to the course you are reviewing, please add to Feedback Jamboard too. These comments will serve as a guide to creating canned comments for future review processes.	
			Feedback Tools:	
			• Creating feedback examples centered on course improvement for student improvement (LINK TO TASK JAMBOARD)	

			• How the feedback examples will be shared. [(LINK TO EXAMPLE)](...)	
Open Forum	OAC	3:50-4:00		
Next Meeting: April 4, 2023 – 2:30pm				

Waubonsee Assessment Resource Tools	
1	[Assessment Resource Guide](...)
2	[LI Report Process](...)
3	[Curricunet](...)