WAUBONSEE
COMMUNITY COLLEGE

	AGENDA/MINUTES
Meeting: Outcomes Advisory Council **Date: October 15, 2024** **Time: 2:30pm – 4:00pm** **Room: APC 290** **Zoom:**https://waubonsee.zoom.us/my/cengel **Meeting Dates:** ~~9/10, 9/24~~, 10/15, 10/29, 11/12	**Liaisons and Co-Leaders:** Marjie Schoolfield and Lilia Mendoza **Academic Support:** Maribeth Brown and Michelle Lindquist **Business, Technology and Workforce Education:** <mark>Jeanine McMillen</mark> **Faculty Development:** Tanya Watts, <mark>Jennifer Howard</mark>, Carrie Needham, and <mark>Ryan Maloney</mark> **Health Professions and Public Service:** Tracy Limbrunner, Mike Moran, and <mark>Katherine Hodur</mark> **LAS/Communication, Humanities & Art:** Sarah Quirk **LAS/Science & Math:** <mark>Steve Kifowit</mark> **LAS/Social Sciences:** Elior Iseli and Heather LaCost **Office of Learning Outcomes and Curriculum:** <mark>Kathleen Gorski,</mark> Chadd Engel and <mark>Terry Lyons</mark>
PARKING LOT:	

Agenda Items	Facilitator	Time Allotted	Findings / Conclusions/Details	Follow-Up--Who/When
Greetings	Lilia, Marjie, and Chadd	2:30-2:45	From a student's viewpoint, what elements contribute to a well-designed course shell? [AI Syllabi Worksheet](#) [AI Texts/Resources List](#) A common theme was related to structure and flow. For instance, the number of weeks in each term should be equal to the number of modules. Other talking points included accessibility, resource management, and OER materials.	
Updates	Chadd	2:45-3:00	• Canvas Working Group?	

				The OAC agreed that a Canvas working group would be of interest and that we should develop a proposal outlining what this could look like to share with a faculty leadership group for feedback.	
OAC Working Meeting Tasks	Chadd	3:00-3:55		OAC Working Groups: • Preparing our Learning Improvement Process for AI (Low, Mid, High and/or does not meet, meets, exceeds - Student Artifacts) – Marjie, Sarah, Heather, Tracy, Chadd • Community College Assessment Fair (Feb. 21) - Mary Beth, Carrie, Tanya, Kathy, Lilia, Kathleen, Chadd, Toni • Charter Review Updates / Qualtrics Student Evaluation – Michelle, Mike, Elior, Chadd Forms: Closing the Loop through 1 form (Striving for 100% Completion) Separate LI Form for anyone who prefers to have two different forms	
Open Forum	OAC	3:55-4:00		We need a keynote speaker for the assessment fair on February 21, 2025.	

Next Meeting: Keep the discourse going and let's have fun! 😊

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