

**AGENDA / MINUTES**

<b>Meeting: Outcomes Advisory Council</b>	<b>Co-Leaders: Justin Hoshaw &amp; Evan Thomas</b> <b>AS: Spencer Brayton, Michelle Lindquist &amp; Melissa Morgan</b> <b>BTWE: Justin Kline</b> <b>HPPS: Drea Brus, Tracy Limbrunner, Marjie Schoolfield &amp; Michael Moran</b> <b>LAS: Sharon Garcia</b> <b>LAS/CHA: Jon Nichols &amp; Sarah Quirk</b> <b>LAS/M&amp;S: Steve Kifowit &amp; Lorrie Stahl</b> <b>LAS/SSEWL: Elier Iseli &amp; Heather LaCost</b> <b>FD: Sara Gregory &amp; Hoitung Leung</b> <b>Co-Curricular: Julie Bechtold &amp; Scott Peska</b> <b>Office of Learning Outcomes, Curriculum and Development: Kathleen Gorski</b>  <b>Absent</b>
<b>Date: February 1, 2022</b>	
<b>Time: 2:30pm – 4:00pm</b>	
<b>Zoom: <a href="https://waubonsee.zoom.us/j/8099211706">https://waubonsee.zoom.us/j/8099211706</a></b>	
<b>Spring 2022 Meeting Dates</b> <b>2-1-22      3-22-22</b> <b>2-15-22     4-5-22</b> <b>3-1-22      4-19-22</b>	

**PARKING LOT:**

<b>Agenda Items</b>	<b>Facilitator</b>	<b>Time Allotted</b>	<b>Items / Findings / Conclusions</b>	<b>Follow-Up Who / When</b>
<b>OAC Spring Goals</b>	<b>OAC Core</b>		Justin reviewed the goals.  Goals: 1. Every full-time member will collect data (course outcomes and ILO) 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  Revised: 1. Collecting data	



			<ul style="list-style-type: none"><li>a. Quick Guide Development</li><li>b. Liaison-faculty meetings<ul style="list-style-type: none"><li>• Faculty find the meetings helpful.</li></ul></li><li>c. Spring FDD's Assessment sessions.<ul style="list-style-type: none"><li>• They were successful.</li></ul></li><li>d. We need to train OAC members on the Quick-Guide</li></ul> <p>2. Adjunct participation and support</p> <ul style="list-style-type: none"><li>a. Met with faculty to see what other colleges do – include adjunct faculty in the assessment development process.<ul style="list-style-type: none"><li>• Adjunct faculty feel more valued when they are included in the planning meetings.</li></ul></li></ul> <p>3. ILO Assessment</p> <ul style="list-style-type: none"><li>• How to assess courses that are taught by adjuncts only was discussed.</li><li>a. Curriculum mapping<ul style="list-style-type: none"><li>• We are looking to see what ILO's are being assessed and making sure they align.</li></ul></li></ul> <p>Moving forward:</p> <p>1. Collecting data</p> <ul style="list-style-type: none"><li>a. We need to train OAC members on the Quick-Guide</li></ul> <p>2. Adjunct participation and support</p> <ul style="list-style-type: none"><li>a. Brainstorm on improving adjunct and full-time connections</li><li>b. Michelle Lindquist's article<ul style="list-style-type: none"><li>• Justin mentioned that it is a great example on how to improve communication.</li></ul></li></ul> <p>3. ILO Assessment</p> <ul style="list-style-type: none"><li>a. Audit CurricUNET, Curriculum Mapping, and LI Reports</li></ul>	
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<b>LI Audit Update</b>	<b>Kathleen</b>		Kathleen stated that most of the reports were submitted.	
<b>OAC LI Report/Review</b>	<b>Kathleen</b>		It was decided that OAC will review reports during the spring and return them to faculty in April. OAC Faculty can meet and discuss reports before the end of the semester if needed.	Kathleen, Justin and Evan will create a letter for OAC faculty to send to the programs and disciplines with their reviewed LI report.
<b>Discuss Faculty Development Days</b>	<b>Everyone</b>		<p>How did it go? How can we continue to improve?</p> <p>Kathleen shared that faculty commented that learning from other colleagues was helpful.</p> <p>Mike mentioned that the sessions were helpful.</p> <p>Kathleen stated that some faculty felt uncomfortable being called a session lead on the signup sheet for the collaborative session. In the future the lead will be called a session coordinator.</p>	



			<p>What worked and what could have been improved with the Spring 2022 FDD Assessment Session form.</p> <ul style="list-style-type: none"><li>• There were issues if someone other than the lead filled out the Faculty-led student learning assessment session survey.</li><li>• Kathleen shared that it wasn't an issue as long as all the faculty in attendance were listed. She said that the lead was asked because they didn't need every faculty member to fill out the form. One form was needed per working group. She stated that it was important that the adjuncts who attended the session were listed so they could be paid. She also shared that the person filling out the form did not always include themselves. All faculty that attended the session need to be included.</li></ul> <p>The following feedback about the sessions was provided:</p> <ul style="list-style-type: none"><li>• Faculty learned that there are different ways to assess.</li><li>• It might be helpful to have a practical, tangible tool to take away.</li><li>• It might be helpful to have time after the session to work.</li><li>• Justin mentioned that people were happy with the data session and that we are hoping to bring the speaker, Karen Singer-Freeman, back.</li><li>• Mike mentioned that the CTE session was great. He shared that tracking students' progress over time and how we are preparing them for the workforce was discussed.</li></ul>	
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OAC Newsletter Review	Justin		<p>Justin will share the newsletter via email soon.</p> <p>Including links to articles instead of placing the articles in the newsletter was suggested.</p>	<p>Kathleen will review the newsletter. Terry will edit. Then, it will be sent to OAC next week. They will review and provide feedback at the next OAC meeting. It will also be decided when to send it out at the next meeting.</p>