

Outcomes Assessment Committee for Co-Curriculum, Administration, and Operations (OAC-CAO)

Thursday, January 19, 2017 9:30 a.m.

Zuhl Conference Room, 225

Attendees: V. Haggard, M. Gavin, A. Cavotta, S. Garcia, S. Rich, S. Montes, P. Robles, M. Jackson, D. Smith, L. Grant, C. Lobato, A. Bautista

Action Items:

- L. Grant to send out link to NMHEAR 2017 to OAC-CAO members
- L. Grant to send out link for Teaching Academy event (All OAC-CAO members should sign up for Teaching Academy event)
- P. Robles, A. Bautista to meet with M. Gavin and Stacey to coordinate website changes
- C. Lobato and M. Gavin to meet with Dr. Vazquez on Maestro

1. Welcome

- a. Approve minutes from Nov 17 - approved

2. Announcements and Updates

- a. Office of Assessment (David Smith)
- b. Excellence in Assessment Award given at Convocation on 1/17/2017.
 - Acknowledgement to P. Robles for significant submissions from Auxilary
 - Funds available from the office of Assessment
 - Workshop on May 17 – Linda Suskie – academic program assessment focus, but useful for simplicity in process
- c. SAEM (G. Martinez) - Tabled for next OAC-CAO meeting

3. Team Status Updates

- a. Assessment 101 (Samantha, Michelle J., Adam, Suzanne) - Met twice, to prepare for workshop (How are we doing? A beginner's guide to non-academic program assessment)
 - Possibly broadcast or record for audience that can't attend
- b. Proposed dates/times: February 16; 9:30 – 10:30 at the Teaching Academy
- c. Website content/redesign (Adrian & Phillip) - soliciting content for the website from OAC-CAO members

-M. Gavin continuing to work with Stacey in redesigning the assessment website

d. Newsletter/Best Practices Announcement (Gabrielle) - Continue pursuing the possibility of a newsletter. (use Hotline, monitor announcement in the mean time)

e. WEAVE (Carlos, Michelle G.) - will need to reevaluate possible alternatives prior to Fall 2017. Will need to give clear direction for assessment submission. Maestro needs to be assessed to ensure it meets the needs of assessment

- Meeting with Dr. Vazquez about the possibility of using Maestro

4. Other?

Scoring debrief:

Successes: Online but in the same space, independent scoring lends autonomy to score and feedback

Challenges: Could have been more effective if scoring was done previously, limited time for discussion

In the future: complete rubric ahead of time, consensus comments on each report

Upcoming Meetings: All meetings take place in the Zuhl Library Conference Room from 9:30 am – 10:30 am.

February 16, 2017 March 16, 2017 April 20, 2017