

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

Record of Meeting

Thursday, September 17, 2015

9:30 a.m.

Zuhl Conference Room, 225

Action Items:

- Co-Chairs to send out Doodle on November meeting.
- C. Lobato to review Chapters 5-6 in December of January
- Hotline announcement from Committee about October assessment deadline with link to terminology

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

1. Welcome and approval of minutes

Michelle Gavin, OAC-CAO Co-Chair called the meeting to order.

Meeting minutes from the August meeting were reviewed and approved.

Announcement: OAC-CAO webpage has been updated.

2. Review of Schedule & Reminders

a. September 18 – Webinar: *The Many Faces of Assessment: Strategies for Effective Assessment of Co-curricular Programs* (1:00-2:00, Zuhl Conference Room) Attendance is OPTIONAL.

b. October 15 – Guest Speaker: Dr. Vazquez, Associate Vice President of Research Integrity - to discuss IRB possibly a 15 minute discussion.

c. October 15 – Program Assessments are due! OAC-CAO to score by November 20. November 19- Scoring

d. November 20 – NMHEAR proposals are due. Visit <http://nmhear.nmsu.edu/> for more details. Members encouraged to attend and consider presentations. Funding is available through the Office of Assessment for travel for those willing to present on assessment.

3. Discussion of *Assessment Reconsidered* (15 minutes)

a. Chapters 3-4 (Adam Cavotta) Discussion led to a number of assessment resources on campus being named including the Office of Assessment, the Teaching Academy, Institutional Analysis (Qualtrix), Transparent, engaging stakeholders, contextual, do it justice, be ethical, exam in the context of the public good.

b. Assign chapters 5-6 - C. Lobato (November meeting)



4. Discussion of Scoring - November meeting may be extended to accommodate scoring
 - a. Review of Scoring Rubric (David Smith) - Need to focus on being affirming of the work that is done and submitted. Decision made to send "Glossary of NMSU assessment terminology..." when scores are returned to units.
 - b. Review of Assessment Report - October 15 meeting to be used as a norming session

