

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

**Thursday, January 21, 2016**

**9:30 a.m.**

**Zuhl Conference Room, 225**

**Record of meeting**

Action Items: Thank you note from the committee to UOAC members that reviewed submissions.  
Committee members encouraged to attend the assessment event.  
Committee members encouraged to attend the HLC representative open forum, Thursday, Jan 28 at 10:30 and 1:30.

Attendees: C. Labato, M. Jackson, G. Martinez, M. Gavin, D. Smith, A. Cavotta, V. Haggard, S. Montes, D. Pahr, S. Rich, G. Barela, L. Grant

1. Welcome and Approval of Minutes  
Samantha Rich, OAC-CAO Co-Chair called the meeting to order.  
Meeting minutes from the December 17 were reviewed and approved.
2. Assignment Design Symposium  
D. Smith discussed details of the event. Committee members asked to promote the event using the flyer distributed by email.
3. Discussion of NILOA websites  
Reviewed websites as a group (Use of Info-gram for presenting data was appealing to several committee members)  
An important part of the equation will be spreading awareness about assessment and the assessment committee. A pilot program may give units a model for how to move forward. Possibly a 5-minute video about what assessment means to the University.
4. Revisit OAC-CAO goals and identify action items  
Notes from last month: How will we support assessment in the new cycle? Two opportunities to advertise; make award a way to promote assessment; Advertising for March 4 event; Target those who haven't reported at all; NILOA - Try to apply for Excellence in Assessment designation; Use the assessment website to celebrate what units are doing.
5. Assessment Reconsidered  
Select someone to lead chapters 7-8 - S. Rich & M. Gavin to lead chapters 7-8

