Outcomes Advisory Committee

Meeting Notes December 18, 2007

Who Present: Jane Maringer, Lisa Franklin, Liana Wexler, Vic Krimsky, Randy Brown, Kimberly Smith, Marie Watson

1. **New chair, meeting format:** Randy introduced himself as the chair. He stated that meetings will be an hour monthly.

2. **Broadening the committee:** A current committee list was circulated (attached). Health, Community Ed, Social Science, and the Vocational program. Vic Robinson had attended one meeting and Randy will ask him if he will continue. Randy asked to have any suggestions to fill these gaps be sent to him and he will contact folks individually. Dionne Clabaugh and Rey Morales volunteered to participate. Part time instructors are also potential members.

3. **Training update:** Vic announced that Dr. Mary Allen will be conducting a training all day Jan 28th. This is a mandatory flex day. The first half will be review and there will be 3 hours of interactive work on assessment guided by Mary Allen. She will help on designing rubrics and assessment approaches. Lisa emphasized the need for practice not information. Mary and her colleague Sandra Comerford from College of San Mateo will also be there an additional day on the 29th. Vic is sending some outcomes for Mary to prepare for. Vic invited Randy to participate on a conference call with Mary for the 27th.

4. **Website update:** Randy, Jane, and Kyle updated the outcomes website located and Randy presented the site. [http://www.gavilan.edu/research/lo/](http://www.gavilan.edu/research/lo/) There is information collected by Randy and the committee from other colleges. The main pages are: information about outcomes in general; GC institutional, program, and course outcomes; outcome examples; assessment examples; and policy/guideline examples. Randy discussed the Institutional Outcome Policies that other colleges found useful to lay out and have endorsed by the president, board, and faculty. Randy wants to discuss this policy at the next meeting. He will email this link to the committee to take a look at in preparation for our next meeting. Randy suggested that we chip away at this policy. Vic suggested that the policy work could occur as a flex day. Kimberly suggested that the policies would be a good approach for folks to buy in to this effort. People were also interested in seeing Jane’s learning styles website, which also had a presentation on learning styles and outcomes; hhh.gavilan.edu/jmaringer/learningstyles.com. Rubric on one page was misspelled. It was suggested that Randy do an announcement of the site and himself as the coordinator and send out before the training. Vic is going to work with Randy on this.

5. **Plan development:** Randy requested that this group help guide him in moving forward on the outcomes work. He will be developing a plan for moving the college forward and hopes to get feedback from this committee on the plan and his work. Vic commented that the website has helped us move forward and hopes that with Randy’s leadership and effort we can really move ahead. Liana said initially folks were overwhelmed and not interested in participating but maybe now folks won’t be so discouraged from participating. Lisa and Kimberly added comments.

6. **Meeting Schedule:** It was agreed that the next meeting will be Feb 5th, from 1:30-2:30. Randy will send out the meeting notes to committee participants.