Present: Jane Maringer, Lisa Franklin, Liana Wexler, Vic Kriimsley, Randy Brown, Carlton Oler, Dave Ellis, Katherine Eastvold.

1. Welcome: Randy welcomed some of the new members.

2. Reflections on the training and future needs: Various committee members reported that the training was very useful. Liana thought that her group benefited particularly from the individual assistance. She heard from her group that the lecture was not as useful. Lisa suggested that she thought the lecture needed to be more extensive. Jane echoed what Liana said that they had gotten the basics before and the real useful piece was Mary's individual support. Vic discussed the reason for bringing Mary to campus was to provide that individual support. He had heard from folks that an interactive individual approach was what was needed. He was pleased with how well different groups were working on their outcomes and assessment plans. He reported that he was planning on bringing Mary back to campus on April 4th to offer more individualized support. He also mentioned that he might have her do a brief 1 hour workshop on rubrics. Jane suggested that training or support be provided for the data management piece. Randy mentioned that he was working to identify/develop an outcomes tracking system for the college.

3. Guidelines document: Three different models of outcome guidelines documents were presented. Jane thought the shortest one was more like a memorandum. Lisa and the group thought the one from COS was the most useful, and Dave agreed. Randy went through the headings and they all seemed appropriate to our document. Lisa said that she did not like the one titled What Will Assessment Not Be Used For. Carlton suggested that the names of those be changed to What Assessment Is and What Assessment Is Not? Randy reported that he will go through the document and prepare it for discussion at the next meeting.

4. Website update: Randy stated that he was going to let folks know that Mary's materials had been updated on the Outcomes Website. Vic mentioned that it would be good to let folks know that Mary will be returning April 4th.

5. Plan development:

6. Meeting Schedule: It was agreed that the next meeting will be March 13th, from 2-3. This will be a reoccurring meeting once a month, the second Thursday of the month from 2-3. Randy will send out the meeting notes to committee participants.