Outcomes Advisory Committee

Meeting Notes December 18, 2007

Present: Lisa Franklin, Liana Wexler, Randy Brown, Carlton Oler, Rey Morales Katherine Eastvold, Dionne Claubaugh.

1. **Schedule Update on Mary:** Randy informed the group that Mary will be coming April 4th. There were several questions about the visit. Will individual instructors book times with Mary, What about the schedule? There was also a question about whether the submitted outcomes will be reviewed by Vic or Mary or whoever, before folks proceed. Randy said that he will get with Vic to answer these questions and send out a notice.

   Randy reported that he has conducted 2 training and about 6 individual support sessions for Students Service programs. As a group they have made great progress and all should have their updated outcomes along with the assessment plan in Friday the 14th. Moreover, he has worked with them on assessment so most are ready to assess.

2. **Training Support:** Considering limited time of the coordinator and a need to continue the momentum that was started with the Staff Development training, it was suggested that support take the form of having an open ended meeting with the coordinator where a departmental representative would share his/her examples and informal assistance would take place.

   Additionally, it was suggested that a grading program may be a way for instructors to summarize outcome data. It was suggested that Randy send out a notice to faculty asking them what grading programs they use and to find out about more programs with the eventual aim of training faculty on the use of these programs.

3. **Guidelines document:** There was a working session and the group reviewed the first three sections. Items were deleted along with some editing. It was a very productive session. Randy said he will make the changes in the working document.

4. **Next meeting:** The next meeting is scheduled for April 10th from 2-3 in the North Lounge.