OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes
August 31, 2017  12:00-1:00PM
TEB Board Room

Members Present:
Casey Debus  John Cline  Debbie Ochsner
Jeremy Christenson  JoEllen Keigley (guest)

Members Absent:
Georgia Younglove  Xi Feng
Joel Alworth  Amy Smith
Rex Cogdill  Roger Humphrey

General
• John Called Meeting to order and welcomed everyone back.
• Need to contact Science and Math Division for a nominee to replace Bob Schmalzreid
• The project we were charged with last semester has been removed from the committee’s charge

CAAP Replacement
• JoEllen shared that the CAAP test will no longer be available after January and we (EWC) will need to find a new student exit assessment.
• JoEllen requested we consider the following:
  o What is the purpose of this test?
  o What data do we want?
  o How do we use the data?
• Two options were presented as possible replacements.
  o ETS Proficiency Profile
  o NOCTI (see handout)
• The Outcomes Assessment Committee will need to make a recommendation to the CLC for a replacement, preferably by the end of the 17/FA semester.
• Some things to consider:
  o Cost
  o HLC
  o WCCC is looking at placement testing uniformity across the state
  o Baseline data
• John will distribute handouts to members that were unable to attend.

Meeting Adjourned at 12:25 pm.

Minutes taken by Casey Debus.
Meeting Minutes
October 5, 2017  12:00-1:00PM
TEB Board Room

Members Present:
John Cline   Amy Smith   Xi Feng
JoEllen Keigley (guest)   Roger Humphrey

Members Absent:
Georgia Younglove
Joel Alworth
Rex Cogdill
Jeremy Christenson

Quorum was not met.

No Approval of minutes

JoEllen Keigley presented on Exit Exams
- JoEllen contacted the other 6 Community Colleges within Wyoming to ask which brand of Exit Exams they use. How they are assessed. How they are given. What information is provided to the College.
  - LCCC – did not use any exit exam at this time
  - CWC – used ETS & SAILS (for information literacy)
  - WWCC – used ETS
- ETS can provide two versions of the Exit Exams
  - Abbreviated version – 1 hr -limited information return
  - Long version – 2 hrs – full information return
- PSI can provide exams regard job ready skills
- Either exam might work for EWC – however we need to decide what information we need in return to assess ourselves

Discussion
- These questions were raised for further thought:
  - Should we look at two different exams – one for AA/AS degrees vs. an AAS degree
  - Should EWC build the Exit Exams into the Capstone Classes?

All decisions were tabled.

Meeting Adjourned at 1:00 pm
OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes
December 7, 2017  12:00-1:00PM
TEB Board Room

Members Present:
Gwen Yung       John Cline       Xi Feng
Christine Chesser Vicky Mayfield Amy Smith
Casey Debus      Roger Humphrey

Members Absent:
Debbie Ochsner

Minutes were approved from 8/31/17
No minutes brought forth from 10/5/17, as Quorum was not met

JoEllen Keigley presented on Exit Exams
• JoEllen presented on Exit Exams
• Discussion was held on whether or not the exams should be proctored or not? Whether a secured browser was needed, and if EWC was going to limit the test window, as had been done in the past.
• Outcomes Assessment will make the following recommendation to CLC regarding the Exams:
  o Short term: the exam will still be proctored, and EWC will still limit the window for exams to be taken. The window will be two weeks.
  o Incorporate the Exit Exam into the Capstone course for each program.
  o Make all changes by August 2018 for implementation in Spring 2019
  o Ask CLC to investigate uniformity on all Capstone courses including the Exit Exams
  o Motion Carried

Meeting Adjourned at 1:00 pm
OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes
April 11, 2018  12:00-1:00PM
TEB Board Room

Members Present:
Roger Humphrey  Casey Debus  John Cline
Xi Feng  Gwen Yung  Debbie Ochsner
Vicky Mayfield  Christine Chesser  Amy Smith

Members Absent:

Minutes were approved from 12/7/17

HLC Visit
• Roger reported that EWC is in line for the ten year review from the Higher Learning Commission.
• Our site visit will happen in Fall 2020 or Spring 2021.
• EWC must provide documentation through Spring 2020
• Criterion to consider:
  o  #3 Teaching and Learning
  o  #4 Assessment
    ▪  4b - What do we do with data we collect?
    ▪  4b - Policies, plans, processes
    ▪  4b - How do we assess these two criteria?

Assessment Plan, Reviews and CAT’s
• What did we learn & how did we respond
• EWC is on a 3 year Program Review rotation

Systemic vs. Systematic Approach
• 4b Criteria – use of data, are we using our data
• General Education – AAS are slipping through cracks
• Are we assessing all programs equally
• Should we change our Capstones?
• Assessment Academy – June in Chicago. Would like to send a group of committee members to attend.
• All of our information needs to be transparent, available and easily accessible

List of Goals 2018-2019
• Re-evaluate our program assessments
  o  Missing summer grads
  o  Do we need a new form?
• Assess Capstone courses – consistent across programs
• Data
  o Enrollment trends
  o Withdrawal rates
  o Retention
    o Process of how data is collected and used
• Work through Criterion #4 (self Assessment)

Meeting Adjourned at 1:00 pm