

OUTCOMES ASSESSMENT COMMITTEE

Meeting Minutes

August 31, 2017 12:00-1:00PM

TEB Board Room

Members Present:

Casey Debus
Jeremy Christenson

John Cline
JoEllen Keigley (guest)

Debbie Ochsner

Members Absent:

Georgia Younglove
Joel Alworth
Rex Cogdill

Xi Feng
Amy Smith
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:
 - What is the purpose of this test?
 - What data do we want?
 - How do we use the data?
- Two options were presented as possible replacements.
 - ETS Proficiency Profile
 - 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:
 - Cost
 - HLC
 - WCCC is looking at placement testing uniformity across the state
 - Baseline data
- John will distribute handouts to members that were unable to attend.

Meeting Adjourned at 12:25 pm.

Minutes taken by Casey Debus.

OUTCOMES ASSESSMENT COMMITTEE
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:
 - 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.
 - Incorporate the Exit Exam into the Capstone course for each program.
 - Make all changes by August 2018 for implementation in Spring 2019
 - Ask CLC to investigate uniformity on all Capstone courses including the Exit Exams
 - 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:
 - #3 Teaching and Learning
 - #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
 - Missing summer grads
 - Do we need a new form?
- Assess Capstone courses – consistent across programs

- Data
 - Enrollment trends
 - Withdrawal rates
 - Retention
 - Process of how data is collected and used
- Work through Criterion #4 (self Assessment)

Meeting Adjourned at 1:00 pm