OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes
August 23, 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 4/11/18

Student Evaluation of Teaching
- Review the current Student Evaluation Questions
- Are there any questions? Are any irrelevant?
- Should we add any questions?
- Need any responses within the next two weeks
- Should the questions be customized per department or program, in addition to standard questions?

Program Assessment Problems
- Do program Outcomes Assessment Activities assess both Core Competencies and Program Competencies?
  - How are faculty assessing core competencies?
  - How can EWC assess core competencies? Continue with ETS as Exit Exam?
  - Develop a timeline to work with Departments
- How do faculty respond to Program Assessment in order to improve teaching? Do we need an additional reporting tool to track this kind of improvement?

Course Assessment Problems
- University of Wyoming’s course objectives are inconsistent across classes or even in some cases non-existent.
  - Roger will visit with UW liason to explain that we are trying to build reasonable objectives, will they work with EWC?
  - Some UW classes have objectives that are technically Student Learning Outcomes.
  - For articulation, EWC course objectives MUST match UW course objectives. Especially sensitive for certain programs
- EWC is working to define objectives vs. outcomes

Criterion #4
- Roger, reiterated how important Criterion #4 will be during our 2020 HLC visit.
- Work within Criterion committees will be starting very soon.
OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes
September 6, 2018  12:00-1:00PM
TEB Board Room

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

Members Absent:
Christine Chesser

Minutes were approved from 8/23/18

Review Program Assessments from 2016-2017
• The following programs submitted program Assessments
  o ACCT
  o BADM
  o CSMO

Curriculum Mapping
• Education currently has a curriculum map embedded in their Program Review
• Maps which courses fits to demonstrate Competencies were met
• Clarify – Program Outcomes – for consistent wording between and amongst programs
• Vicky will visit with Jen Minks and John Marrin about their rubric for assessment and how the 5 core competencies are being measured
  o Communication Skills
  o Analytical & Quantitative Reasoning
  o Technology Skills
  o Social Awareness
  o Information Literacy
• John will check with JoEllen as to if ETS provides Performance Certificates?

Meeting Adjourned at 1:00pm
OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes
December 6, 2018  12:00-1:00PM
TEB Board Room

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

Members Absent:

Minutes were approved from 9/6/18

JoEllen presents on ETS
  • JoEllen presented on different formats of the ETS Exit Exam
  • Discussion was held on whether or not the exam should be proctored or unproctored
    o Western Wyoming CC does not proctor their exam
  • The ETS standard exam is 2 hours, vs. the 5 hour CAAP exam
  • The Standard Exam provides individual results as well as aggregate results
  • The abbreviated 1 hour exam does not provide as much feedback information.

Casey asked if the ETS could be embedded into the Capstone courses
  • Discussion
    o Would have to be phased into the Capstone courses
    o Could only be implemented in the 19/20 year because of all of the Program Changes that would need to be completed.
    o Would need approval from CLC
    o John will present the option to CLC
  • For this next year 18/19 – Roger Motions, Casey 2nds – Motion carries
    o A proctored ETS exam will be utilized as an immediate assessment for year 18/19

Program Outcomes Definition and Plan
  • John provided a handout with definitions for Program Outcomes, Course Outcomes and Course Objectives
  • As Committee Chair, John will meet with all of the departments in the 2019 Spring Semester to do the following:
    o Define Outcomes
    o Work with the Departments to synthesize and analyze the outcomes they already have
    o Use any evidence to modify or adapt programs/courses based on Outcomes
    o “Assess where we are and formalize,” Roger

Meeting Adjourned at 1:00pm
OUTCOMES ASSESSMENT COMMITTEE
Meeting Minutes
February 6, 2019  12:00-1:00PM
TEB 131

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

Members Absent:
Roger Humphrey

Program Outcomes
John will be presenting the Program Outcomes Template, Tips for Writing/Reviewing Program Outcomes, and an example of program outcomes for ART to departments within the next couple of months. The following are scheduled presentations with departments:
- Science/Math – 2/8/19 – 12:00pm
- Welding – 2/22/19 – 11:00am
- Vet Tech – 2/22/19 – 12:00pm
- AHSBS – 2/27/19 – 12:00pm
- CSMO/Nursing – 2/18/19 – 11:00am

2017-2018 Outcomes Assessment Report
- John will be presenting the 2017-2018 Outcomes Assessment Report to the EWC Board of Trustees at the March Board meeting. If anyone would like to help John with the presentation, let him know.

Assessments for 2018-2019
- Program Assessments are not available in Canvas yet.
- Course Assessments are not available in Canvas yet.
- CATs are available in Canvas

ETS Test
- ETS results included in the Outcomes Assessment Report showed no one proficient in the Critical Thinking category.
- JoEllen set up a cohort for five people to try the test. Vicky took the test and reported that it was a rigorous test and recommended that four more people take the test. John will send out an email to see if anyone would be interested in taking the test.
Members Present:
John Cline   Casey Debus   Xi Feng
Vicky Mayfield   Debbie Ochsner   Amy Smith
Gwen Yung

Members Absent:
Christine Chesser

Program Outcomes Rollout Update
John has presented the Program Outcomes Template, Tips for Writing/Reviewing Program Outcomes, and an example of program outcomes for ART to the following departments:
• Science/Math – Done
• Welding – Done
• Vet Tech – scheduled
• AHSBS – Done
• Ag/Business - Done

Program Assessment Hiccup
• Program Assessments and Course Assessments are not available in Canvas yet. Aaron is working on fixing these.
• CATs are available in Canvas

Program Assessment Completion Hang-up
• All program assessments are included in the Outcomes Assessment Report which John will be presenting to the EWC Board of Trustees.
• 2017-2018 Completed Assessments
  o ACCT.AS
  o BADM.AS
  o CHST.CD
  o CSMO.AAS
  o CSNT.CD
  o PMED.AS
  o SOSC.AA
  o WJTK.AAS
  o WJTK.CD
• Missing program assessments for INST.AA & AS – Who does these?
• Get list of programs and/or graduates from Sue and John will send out a strongly-worded email to faculty

Community College Survey of Student Engagement (CCSSE)
• Xi will start doing CCSSE surveys after spring break.
Members Present:
John Cline        Christine Chesser        Casey Debus        Xi Feng
Vicky Mayfield        Amy Smith        Gwen Yung

Others Present:
Heidi Edmunds        Jo Ellen Keigley

Members Absent:
Debbie Ochsner

ETS Proficiency Profile Discussion
- 56 – 60 students taking the ETS Proficiency Profile Exam
- John, Vicky, and Joel took the exam – found it very rigorous
- Students are not scoring high—score range is 400 to 500 with most students scoring 430 – 455 so far.
- Ranks – Not proficient, Marginal (not enough data available to make a determination), or Proficient
- Question on whether or not students are applying themselves – gauge of time might be the telling factor
- Conduct additional research on another product?
  - Western Wyoming uses ETS (Requires it but doesn’t proctor it)
  - Shane Stone is using Peregrine for his capstone (piloting it for the Criminal Justice program),
    cost is $23 per test, has both inbound and outbound tests, testing for seven areas including Art &
    Humanities, Communication, Literacy/Comprehension, Math & Algebra, Science, Social &
    Behavioral, and Technology.
  - Research when is the right time to administer these tests, how long should the tests be, etc.
  - Casey will send out web link for Peregrine for review.
- Report and share results of capstones/ETS with students?

Program Outcomes: What Next
- Outcomes Assessment Committee overview the program outcomes?
- Get two or three volunteer “expert outcomes writers” to do rewrites based on the concepts expressed by
  faculty.
- Send email out to ask for volunteers to help “review” outcomes.