

Academic Standards and Outcomes Assessment Committee
October 28, 2021
Meeting Minutes

Attendees: C. Baer, S. Cameron, C. Hawbecker, J. Luna, M. Martin, A. Miller, T. Nedimyer, Dr. Renninger, R. Rohan, J. Stonestreet

Excused: A. Auldridge, Dr. Scheetz, J. Suminski

Minutes submitted by T. Nedimyer

1. **Introductions**

The group took the time to introduce each member of the committee, providing an opportunity for each member to share a little about themselves.

2. **Approval of Minutes from Last Meeting**

The April 22nd ASOAC meeting minutes were approved as written.

3. **Open Issues**

- a) Bringing Student Services and Operational areas into the discussion of assessment and assessment cycles.
 - It was suggested these areas use the Institutional Learning Outcomes when evaluating their areas. Currently ILO2 and ILO3 are being used for the AY 21 SLOA Cycle.
- b) SLOA Manual does not reflect current practices at this time and needs some corrections.
 - The group discussed issues with the SLOA Manual that need correcting.
 - It was noted that over the summer there were discussions regarding assessment, and many faculty were unhappy with the amount of forms needing to be completed for assessment. Dr. Renninger stated the plan moving forward is to utilize Microsoft tools so everyone can access COG's and POG's. It was also noted that a review process for submitted COG's and POG's has been implemented, as many faculty felt assessments were submitted, but never actually reviewed.
 - Fillable COG and POG forms have been added to the Outcomes Assessment webpage of the HCC website. These forms will eventually be placed on Microsoft OneDrive.
 - The committee was asked to review the new SLOA guidebook which is posted under "popular links" on the HCC website.
- c) Ensure that outcomes are properly mapped at all levels of assessment and consider bi-model criteria to facilitate ILO data collection and comparison of data across divisions.
 - Dr. Renninger suggested adding met/not met check boxes to the COG fillable form similarly to how the POG fillable form is set up. A. Miller suggested potentially adding a section under closing the loop on the COG/POG fillable forms where biggest triumphs or shortcomings can be expressed.
 - R. Rohan noted the information the met/not met check boxes provide is the only information PIE needs for data collection.

4. **New Business**

Potentially look into gen-ed requirements next meeting.

Future Meetings: *January or February, TBA*