

Outcomes Assessment Task Force  
November 13, 2018 at 1:00 pm – McMaster

PRESENT: Mike Porter, Alex Abrahamson, Hattie Albertson, Sandy Hageness, Larry Brooks, Rodney Armstrong

There were a few service areas that had not provided the planning form.

- Foundation (Mike)
- Sodexo – Mike met with Dr. Migler, and Dr. Migler will follow-up with new Sodexo General Manager, Sharon Arnold
- Physical Plant – Mike Met with Dr. Migler. Dr. Migler will follow-up with Physical Plant to submit report.
- Dean’s Office – Mike met with Dr. Migler and Dr. Migler will submit a report for the Dean’s Office.
- Bookstore – Hattie met with Janeen and Janeen will submit a report.
- Grant Writer – Hattie made contact but has not had an opportunity to meet with Indrani.

Mike met with Lisa in the Business Office and she is accepting of changes.

Larry met with Kayla O’Toole and she agrees that the objective can be updated from “organize” to “offer sustainable programs”. Kayla will resubmit the planning form for Distance Education. He also met with Rodney and he agreed on the measurement aspect. Rodney will resubmit his report to identify that the objective will be to maintain and/or increase enrollment and the accounting system is an “approved” system rather than just an “appropriate” system.

The committee reviewed discipline reporting forms with the following results.

**UNIV 110 Study Skills – Russ Gagnon**

Further clarification is needed for the objective. Larry will visit with Russ.

**ED 250, SPED 101 – Jackie Migler**

No recommendations made for improvement to the report.

**ENGL 220 – John Hansen**

The report is a an excellent complete summary of aggregate data although it does not identify what can be done for improvement.

**ENGL 120 – Mike Porter**

Expectation needs to be clarified. Mike will set up a meeting between himself, Gary Albrightson and John Hansen to review reporting forms and identify how to improve student outcomes.

**IT – Trisha Nelson**

No recommendations made for improvement to the report.

Other discipline areas that have not submitted a reporting form include:

English - Gary Albrightson (Mike)

Science – Angie, Shubham and Taija (Larry)

Photography – (Mike)

English – Melissa Remick at VCSU – (Mike)

The next meeting will be held on Tuesday, November 27<sup>th</sup> at 12:30 pm in McMaster – potluck.

Respectively Submitted: Sandy Hageness