

Outcomes Assessment Task Force  
December 10, 2018 at 1:00 pm – McMaster

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

NOT PRESENT: Alex Abrahamson and Nathan Biggerstaff

**Bookstore – Janeen Pollman**

Larry and Hattie will meet with Janeen to discuss planning form objective to be measurable and to see the survey used to identify expected outcomes.

**Dean's Office – Dr. Migler**

Approved, no changes recommended. It was put on the appropriate form.

Discipline reporting forms need to be submitted from Shubham Datta, Angie Bartholomay and Sherry Niesar.

**Financial Aid– April Abrahamson**

No recommendations were made. Approved as submitted.

Discussion was held on the goals and objectives of reports. Recommendation was made to edit the planning and reporting forms to include the Department goals with a subset objective. Discussion held on whether to include the Mission as well.

A reporting spreadsheet can be put together of all disciplines and department reporting required. Will review template at the next meeting.

Next meeting will be held December 19<sup>th</sup> at 9:00 am in McMaster.

Respectively Submitted: Sandy Hageness