

Minutes 08-30-12 (Thursday)
Outcomes Assessment Committee for Co-Curriculum, Administration and Operations
9:00 a.m. – 10:00 a.m.
La Academia, Milton Hall, Room 185

Members Present: Brian Atwood, Michelle Bernstein, Pamela Jeffries, Lisa Kirby, Norice Lee, Darlene Nelson, and Shelly Stovall

Members Absent: Brenda Blackburn, Kelly Brooks, Sharon Jones, Sarah MacCallum, David Melendez, Carol Nevarez, and Luis Vasquez

Staff Present: Valerie Stuart

Greetings: Members, old and new, were reintroduced.

Assessment Retreat: Shelly informed members the previous dates provided before the start of Fall semester for the assessment retreat did not work out. She explained that the premise of this retreat would provide an opportunity to present new members with an overview of the committee's purpose/goals, plan the upcoming year's agenda, work in groups, etc. The new proposed date is the Wednesday after the last day of classes for Spring. Members thought this new date would work out well.

Approval of Minutes: The minutes from August 30, 2012 were approved.

UOAC Report: Shelly reported the following: A) CLA Final Report was received in August and NMSU's performance met CLA's expectation. B) The English Department has developed an Inclusion, Diversity, Equity & Access (IDEA) Grant Team to focus on assessment of writing campus-wide. Norice wanted to know if the Library was represented on the team. Shelly did not know and will look into it. If any OAC-CAO members are interested in being on the team, they were asked to let Shelly or Michelle know. Lisa will attend the UOAC October meeting.

Updates: Announcement of the upcoming call for reports was announced via *Hotline* on September 9. The "call for reports" letter will be sent out by the end of the month. The letters will provide a link which will direct unit/program reporters to the Assessment website for easy access to the reporting forms. Michelle and Shelly will meet with IRB in October to finalize the forms.