



Outcomes Assessment Committee for Co-Curriculum, Administration, and Operations (OAC-CAO)

COMMITTEE STRUCTURE AND OPERATION

- The authorizing body of the OAC-CAO is the Executive Vice President and Provost.
- The OAC-CAO is a standing committee, and the scope of the work of this committee directly impacts the NMSU-Las Cruces campus.
- As stated in the OAC-CAO Mission and Goals, the purpose of the committee is to actively and intentionally support co-curricular, administrative and operational areas in engaging in continuous assessments that enhance students' life-learning experiences by
 1. Promoting alignment of assessment efforts with institutional strategic goals and Baccalaureate Experience objectives
 2. Providing support, resources and development opportunities in assessment
 3. Engaging the campus community by fostering comprehensive, cooperative assessment practices across the institution
 4. Collaborating with departments/units, through assessment efforts, to foster environments that enhance learning experiences for students
 5. Continually monitoring progress and effectiveness of assessment practices in the co-curricular, administrative and operational units on campus.
- Members of the OAC-CAO are appointed to three-year terms by the Executive Vice President and Provost or the President (depending on to whom the unit reports) on the recommendation of the Vice Presidents and/or Associate Provosts/Deans. Terms are staggered and are renewable as approved by committee recommendation to the Provost. The committee consists of a minimum of twelve (12) voting members with at least one representative from each of the various reporting areas. Ex-officio (non-voting) members include the Director of Assessment. Proxy voting is not allowed, and a quorum is defined as 60% of voting members.
- Subcommittees may be formed and defined on an ongoing basis as needed.
- The OAC-CAO chair is selected from current committee members by nomination of committee members with appointment by the Provost and serves a one-year renewable term. The Chair will submit an annual report to the Director of Assessment detailing the year's activities with a due date set by the Director of Assessment and communicated no less than 60 days in advance of the due date.
- The Office of Institutional Analysis will provide administrative support.
- The Director of Assessment will provide guidance to the committee.