

## Outcomes Assessment Committee for Co-Curriculum, Administration and Operations

### RECORD OF MEETING

October 24, 2013

9:30 a.m. – 10:30 a.m.

Zuhl Library Conference Room

**Members Present:** Johana Bencomo, Kelly Brooks, Teresa Burgin, Michelle Gavin, Pamela Jeffries, Norice Lee, Melody Munson-McGee, David Melendez, Carol Nevarez, and Shelly Stovall

**Members Absent:** Michelle Bernstein, Michael Jasek, Sarah MacCallum, Darlene Nelson, and Marisella Reyes

**Staff Present:** Valerie Stuart

#### Greetings.

#### Approval of Record of Meeting – September 25, 2013:

- Approved with the stipulation to remove the “/” from 20/20.

#### Update on NMHEAR:

- Melody is working with Michael Cleary to organize an informal system-wide meeting to discuss counterpoints at NMHEAR on Thursday, February 27 (if possible).

#### Weave Assessment Software:

- Shelly announced the WEAVE Assessment proposal was presented to the Budget Committee last week and provided an overview of WEAVE’s capabilities to members.

#### Phase 2:

- Melody requested a member take the lead in developing the Phase 2 template and rubric to be up and running in February 2014. Shelly, Norice, and Michelle G. volunteered for the task and Teresa will serve as an editor.

#### Assessment Learning:

- Melody invited members to search for assessment articles that may help with the committee’s goals and can be shared and discussed. Teresa will research assessment in higher education with an emphasis on academics and administrative metrics. Discussion will continue at a later date.

#### Communication:

- Norice will contact the Library’s tech person to create an OAC-CAO alias as a way for members to communicate and share documents/info with. The cost is free.

#### Announcements:

- Members who have not submitted their feedback reports were encouraged to do so.
- The next meeting is scheduled for November 21.