
OAC-CAO Minutes
August 28, 2014

Present: M. Munson-Mcgee, T. Burgin, L. Grant, S. Stovall, S. Rich, D. Nelson, M. Gavin, S. Mac Callum, S. Montes

Not present: P. Jeffries, C. Rogers

Items for follow up:

List of articles on assessment in higher ed – S. Rich,

WEAVE work session – S. Stovall

Jasek presentation – M. Munson

Brown bag options – S. Stovall

Space for Conference – L. Grant

IA request for updates –

Follow up with absent members –

1. OAC-CAO members, roles, responsibilities

Discussed the importance of committee members serving as advocates of assessment at all levels.

2. Planning for the year

Mission, goals, outcomes/Baccalaureate experience/IA, IRB Reviewed foundational documents. S. Rich will develop a list of examples that communicate the critical nature of assessment by the end of the Fall semester.

A request will be made to Institutional Analysis to provide relevant updates at a subsequent meeting. **(Melody and Teresa- I wrote something down about IR and the use of data in my notes, but I couldn't piece together a coherent summary of it.)**

3. Weave

- Schedule and annual cycle – Pilot group has been through the WEAVE training. Paper assessment form will conclude Fall 2014. Reports using WEAVE will be due October 2015.
- Work session - T. Burgin will begin coordination of a work session for OAC-CAO members. The sessions will facilitate up to 12 individuals per session. T. Burgin will propose 2 dates at the next OAC-CAO meeting.
- OAC-CAO role in training, integration - M. Munson-Mcgee will look into having Dean Jasek present to a broader audience, ex. Teaching Academy.

4. Other news

- Brown Bag - Discussed the possibility of having informal brown bag lunches with discussions about the Quality Initiative in a central location, possibly the Teaching Academy. S. Stovall will further explore options.

5. Assessment Day

- Would be more of a conference than a day and would include speakers, including those provided by the contract with WEAVE, and presentations.

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- Currently checking availability of space for March 13 and April 10.

Next agenda items:

Set agenda items for the year

Bring your boss to OAC-CAO meeting day (cover how to use assessment and WEAVE reporting in respective areas)

