

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

**Thursday, June 18, 2015**

**9:30 a.m.**

**Zuhl Conference Room, 225**

1. Introductions

A. Cavotta, M. Gavin, B. Glickler, L. Grant, C. Lobato, L. Mendoza, S. Montes, S. Rich, R. Robles,

2. Planning for the Year

a. Review OAC-CAO Mission/Goals

In-depth discussion of OAC-CAO goals to familiarize new members.

b. Review goals from May retreat

- Major goal is to communication process flow and communication plan: How do we communicate with the Co-Curriculum/Admin/Operations community about the WEAVE deadline and assessment requirements? Discussed the importance of advocating for more communication about assessment, both from the bottom up and top down.
- Increase the number of completed assessment reports
  - Proposed activity – Assessment 101  
Discussed possible approaches to better familiarize co-curricular units with assessment.
- Define Co-Curriculum: Who do we represent?  
Discussed the current voluntary nature of assessment activities at the co-curricular level and the importance of continuing to encourage assessment activities due to the likelihood of mandated assessment directives in the near future.

c. Scoring session (Fall 2015)

- Norming activities scheduled to limit confusion for scoring outcome assessment submissions. Norming sessions will happen a couple of times, possibly August/September.

d. *Assessment Reconsidered: Institutional Effectiveness for Student Success*  
(Richard P. Keeling)

Committee voted to have book distributed for reading and discussion. L. Grant will make the books available for the July 23 meeting.

3. WEAVE Schedule

Assessment activity reports are due October 15, 2015. All members should request a WEAVE login for training purposes. A. Cavotta will send out Doodle poll to committee



members to determine the most convenient time to do WEAVE training. A. Cavotta mentioned that it will be necessary to initiate a timeline for the next cycle in WEAVE.

