The Outcome Assessment Taskforce met in the President’s Conference Room. Attending were: Sherry Martin, Kathleen Hall, Carol Bates, Maureen Morgan, David Quarker, Will Chapman, and Anthony Hardy.

Dean Hall commended the efforts of the committee as well as planning units for the work done. Ms. Martin distributed copies of Section 3: Evaluation and Use of Results for 2004-2005 and Section 2: Goals for 2005-06 to committee members. The committee reviewed each planning unit’s evaluation to ensure proper carryover to the next year. After discussion, it was determined that planning units should not simply state that an objective was met but indicate how the results were used. Also, planning units should be used percentages in “Objectives” column but should be included in the “Means of Assessment” column as a means of measurement instead. Also, planning units should be reminded that objectives can be eliminated or changed from year to year even if the goal was not successfully met.

Mr. Hardy stressed that if technology improvements are part of the objectives they should be included in the Five-year Technology Plan for budget planning purposes. In the past, some departments have included technology improvements without notifying the MIS Department and were not included in the budget process.

The new Institutional Effectiveness forms for 2005-2006 / 2006-2007 were adopted unanimously. The new format will be much easier to complete and read.

**Program Student Learning Outcomes:** After distributing copies of 2005-2006 Student Learning Outcomes, Carol Bates reported that she had met with program committee members to develop the learning outcomes. She indicated that two direct means of measure are needed for each objective. Direct measures include projects, essays, and exams. Surveys are examples of indirect measures. Program Student Learning Outcomes were reviewed with minor revisions noted to be completed before the next meeting.

It was agreed that the Graduation Surveys need to be altered to add more specific educational goals in order to better assess student needs. The Student Services office will be consulted as to what changes need to be made to the survey.

Taskforce members will be emailed concerning possible dates for the next meeting.

Respectfully submitted,

Sherry Martin, Co-Chair