I. Call to order 2:30

  a) In attendance – Joni Jordan, David Hurst, Jared Burch, Julie Rodriquez, Milli Owens, Rolando Gonzalez, Valerie Ehrlich, Amy Dwelle, Robert Urtecho, Jennifer Vega La Serna, Marla Prochnow, Tim Hollabaugh

II. Recommendation Update

  a) Request #1 Tracdat—Obtain, train and support faculty in its use-was approved unanimously and will be moved to senior management 4/18

  b) Request #2, #3 and #10 Create a site to house instructive information for faculty about outcomes and assessment. We will request Blackboard due to the research that Valerie presented (approved unanimously). The request will be moved to senior management 4/18.

  c) Request #4, #5 and #14 Rolando, Julie and Amy P. will be our ambassadors to meet with Steve Natoli (COSTA) to create the language for flex assessment days (convocation will be 1 hour in August and January, the rest of the days devoted to outcomes/assessment; then adding two more days in late October and in March (a Tues/Weds/Thurs)—four hours each of those days).

  d) Request #6, #7 and #8–Joni will combine and use the model senate resolution from another college to create the recommendation.

  e) Request #9 – we will eliminate.

  f) Request #11 - Valerie E. Combined with #1

  g) Request #12 – became part of #1

  h) Request #13 – Marla P we submit as a resubmission. This only has to go to Jennifer, not back to the RTF.

  i) Request #15- we will eliminate.

III. Tracdat Update
a) Training process recommendation is being addressed in Request #1

b) Joni will finish up the initial programming to get the rest of the certificates/degrees connected to their courses by the weekend, then once the user accounts are created, can begin to work with our committee members and their divisions to start pre-training.

IV. Web page update – Robert U., Marla P, Tim H. shared they are currently building and would like the committees input on what to add to the site. Rolando G. suggested Marla and Robert meet with a graphic designer to assist.

V. May 3 meeting plan

a) Review of survey results for last workshop: 40 participated in the survey and were overall pleased with the workshop. There was lots of learning going on with the acknowledgement of work needing to be done. Joni will collate the comments and distribute.

b) Agenda for May 3: will be 10-2, there will be 3 segments

   a. Program outcomes (what are they and how to assess them)

   b. Sample of authentic assessments

   c. TBD (maybe rubrics)

VI. Training plan for outcomes/assessments

a) Flex days recommendations (see above)

b) Training Institute – Marla will be working with Deborah Nolan on the logistics

VII. Outcomes cycle and calendar – Discussion about the variations of a three-year cycle. Final decision was at a minimum, one third of a division’s courses must close the loop each year. The cycle can be programmed into Tracdat, so that divisions know which courses/programs are due for full assessment each year.

VIII. No meeting for Friday 4/19/13 due to conferences that will take away about half of the committee members.

IX. Adjournment 4:26pm