

Co-Curricular Assessment Committee (CCAC)
Meeting Minutes
November 10, 2016 2:00pm
Library 6th Floor Conference Room

Meeting called to order: by Chairperson Dr. Summer DeProw

Members present: Ms. Heather Brake, Dr. Summer DeProw, Mr. Matt Huckabee, Ms. Tiffany Johnson, Mr. Robert Robinette, Ms. Beth Silverthorn, Dr. Jill Simons, Dr. Topeka Small, Ms. Martha Spack, Mr. Chad Whatley, and Dr. Karen Wheeler.

Members absent: Ms. Dominique Hallett

Meeting Minutes from October 27, 2016. Members reviewed the minutes from the October 27th CCAC meeting. Motion to approve minutes by Mr. Matt Huckabee. Motion was seconded, Minutes approved.

Purpose Statement:

Purpose statement was reviewed and discussed. Edits were made and there was a motion to approve the edited purpose statement by Mr. Chad Whatley. Motion seconded by Dr. Jill Simons. Item was approved.

AAC and ULO Updates:

Update was given by Beth Silverthorn and Martha Spack.

AAC meeting: We had a good discussion on ULO's. Discussion of characteristics of Learning Outcomes. The previous meeting had been a brainstorming session with a whiteboard full of ideas- various themes.

These should be "what should students know when they graduate?"

Question was asked: How did you define Critical Thinking? We did not get to the point of definition. It may need to be defined. These themes could mean different things to different areas/departments.

Dr. DeProw asked the committee if they have ideas or find outcomes to send them to her, Martha Spack or Beth Silverthorn.

PAC – Learn@State

Review of details for Learn@State: Presentations are Poster, 3 minute Presentation or Both. March 15, 2017. What are ideas to promote across campus? Looking into having Informational Booths/presentations to inform faculty of helpful services on campus. Ex: Writing Center.

Homework Review:

Members were asked to give approximately the top 3 themes that would work for their areas. Perhaps you can rank them from most popular actions to least popular to pick themes. Themes and activities for areas were mentioned and discussed and questions such as how many outcomes and measures to have were addressed.

Dr. Wheeler recommended taking what each area has now and work from it and think more globally. You might find there are no activities to measure a certain theme. This can lead to continuous improvement. Adjustments can be made as needed.

It would be helpful to have a good example of Co-Curricular Assessment to help make decisions for our areas.

Haven't been able to find good examples- not being talked about much. Idea was brought up to check with HLC.

Next Meeting: December 1, 2016, further discussion/homework review.

Meeting adjourned 3:00pm

JM 11/29/16