

**MINUTES OF THE ACADEMIC OUTCOMES ASSESSMENT COMMITTEE  
TUESDAY, SEPTEMBER 12, 2006  
LIBRARY 407B**

**Call to Order:** Mr. Ken Harrelson called the meeting to order at 3:32 PM.

**Voting Members Present:** Ms. Leaugeay Barnes, Dr. JoAnn Cobble, Mr. Ken Harrelson (co-chair), Ms. Carlotta Hill, Ms. Sara Mathew, Mr. Ray McCullar, Mr. Mark Schneberger, Dr. Steve Shore, and Mr. Gary Tucker.

**Voting Members Absent:** Ms. Brenda Breeding, Mr. Tim Green, Ms. Rosemary Klepper, and Ms. Judith Martin.

**Others in Attendance:** Dr. John Boyd, Ms. Gwin Faulconer-Lippert, Ms. Vicky Gibson, Ms. Sue Hinton, Mr. Jon Inglett, Dr. Gus Pekara, Dr. Janet Perry, Dr. Jim Scwhark, Dr. Sue Tabor, Ms. Susan VanSchuyver, Dr. Cecelia Yoder.

**Welcome/Introductions**

Mr. Harrelson welcomed new members and asked all present to introduce themselves. Mr. Harrelson asked for suggestion on a co-chair for the Academic Outcomes Assessment Committee.

**Materials Distributed**

March 7, 2006 Minutes of the Academic Outcomes Assessment Committee, September 12, 2006 Agenda for Academic Outcomes Assessment Committee, Report and Data Analysis on Assessment of Oral and Nonverbal Communications Skills General Education Competency, and Statistical Map Version for General Education Writing Assessment.

**Approval of Minutes**

Mr. McCullar made the motion to approve the March 7, 2006 Academic Outcome Assessment Committee minutes.

Ms. Hill seconded the motion. The motion was approved unanimously.

**Student Brochure Prototype**

Academic Assessment Awareness Student brochure carryover from last fiscal year. No changes to report were suggested by the committee. Mr. Harrelson commented that the brochure would need to be revised to reflect the new logo and the removal of the "K" from OKCCC.

**Student Recruiting**

Mr. Harrelson asked for suggestions on getting students involved in committee. Ms. Hinton suggested Student Leadership Council. She suggested committee inform council of AOAC and the need for student involvement. Mr. Tucker said he would inquire with the student group in Business.

### **Reporting Deadlines**

Assessment Report for 2005 is due October 2, 2006. Dr. Perry commented that Graduate Surveys for 2005 are available on Institutional Effectiveness's website. Surveys are divided by program. Program surveys receiving four or more responses are posted on site. Response rate from graduate surveys increased from 17% to 45%.

Assessment Plan for 2007-2011 is due November 2, 2006. Format for 2007 through 2011 can be the same. Changes in plan can be made throughout the year.

### **Assessment Task Force/Assessment Week**

Dr. Perry introduced guest speaker, Dr. Pekara. Dr. Pekara gave brief overview of the assessment tool used by Lakeland College in Illinois which included –

- Assessment week blitz promotional
- Assessment website links
- Assessment screensavers on campus computers
- Piggy backing other programs with assessment week
- Contest including on-line assessment quiz
- Product Banners
- \$100 gas gift card
- Bookmarks with assessment facts
- Faculty/staff participation in assessment blitz

As a result of the blitz promotional, 500 students participated in the on-line quiz with 450 plus students scoring 100%. Assessment week was held twice a year in fall and spring. Over a three year period Lakeland College's student awareness/involvement move from low to top range.

Dr. Pekara stated he already presented this to several other committees at OCCC. Suggestions thus far for increasing student awareness/involvement at OCCC include –

- Have a fair
- Advertised results from programs passing test/certifications first time.
- Test/certification from Nursing and Auto Programs were used as examples.
- Have student demonstrations from programs such EMT
- Initiate a newsletter
- Have a quiz or contest

Dr. Perry commented that past OCCC student participation has been low. She stated that over four hundred letters were sent to students with only thirty responding. Dr. Perry asked permission from faculty to use their classes to complete assessment. Before proceeding Dr. Perry suggested that –

- College reconsider using another test
- Determine the value of the test
- CAAP replace MAAPS (CAAP scores can be compared to Compass and Act scores)

Proposal has been made that –

CAAP be administered during regular class time. Test is only forty minutes.

Two CAAP test be administered a year. There are a total of six tests.

A cross section of majors, class schedules, sections, etc. will be identified for the test.

A letter from the President will be sent to faculty inviting them to participate in assessment.

Faculty should be given advance notice of test with option to back out. This will allow time to identify another class.

Faculty proctor / administer test.

200 students participate in test or test be administered to 15 sections.

Dr. Perry commented she would be taking CAAP proposal to General Education Committee on Thursday, September 14, 2006. Dr. Pekara asked for a representative from AOAC to serve on the Assessment Task Force. Mr. Harrelson volunteered. Assessment Week has been scheduled for April 2-7, 2007.

### **Assessment Reports**

Ms. Faulconer-Lippert reported on Assessment of Oral and Nonverbal Communications Skills. Fifteen public Address classes and seven General Education classes participated in the assessment. Oral and nonverbal skills were evaluated in five categories: audience orientation, introduction, organization, delivery, and conclusion. Approximately 81% of students performed at a level of average or above, thus meeting goal of 80%. Ms. Faulconer-Lippert briefly discussed the rubric used by the committee. Students rated highest in organization and lowest in delivery. Ms. Faulconer-Lippert suggested public speaking across the curriculum. Ms. Faulconer-Lippert thanked AOAC and Dr. Harrison for their support.

Mr. Inglett reported on the General Education Writing Assessment. Over 1,200 essays were collected from Comp I, Comp II and General Education (Humanities Literature, Philosophy, and Business Writing). From the 1,200 essays 200 essays from Comp I, 250 essays from Comp II, and 150 essays from General Education were selected for the assessment. The goal was 70% passing rate. Overall students scored 65%. Mr. Inglett briefly discussed the four categories evaluated: standard American English, unity, coherence and organization. Overall there was a 4% increase from Comp I to Comp II. General Education classes scored highest in Standard American English. Overall student scored highest in organization and lowest in coherence and unity. Mr. Inglett asked if anyone had questions. Ms. VanSchuyver commented that Arts and Humanities is looking at how to improve and close this loop. Dr. Cobble commended if Comp I classes should be included in assessment at all. Discussion then moved to Communication Lab and the services that offer to all students enrolled at OCCC. Comment was made that any OCCC student needing writing assistance could use the lab whether the assignment is math, science, and so forth. Mr. Harrelson thanked Ms. Faulconer-Lippert and Mr. Inglett for their presentations.

**Other Business**

Suggestion was brought before the committee to have name placards for AOAC meetings. Mr. McCullar made the motion to approve placards. Mr. Kamp seconded motion. The motion was approved unanimously.

**Adjournment**

Meeting adjourned at 4:48 PM