LOC Minutes: Tuesday, Oct. 16 from 12-1
In attendance: Julie M, Vivette, Michelle M, Anne Dolan, Rochelle, Jenny Rogoff, Kirsten Higgins, M. J. Lockeny, Kelly E, Janet

1. Campus-wide Assessment
   a. Julie reviewed the 4 year cycle for CWO assessment:
      
      **Year One:** Interdisciplinary team of 5 faculty pick several competencies for their specific CWO and choose an appropriate assessment. They then administer the assessment, collect student work, and evaluate and report on the findings.
      
      **Year Two and Year Three:** The LOC is given the report for input and review. They have these years to respond to the recommendations in the year one report.
      
      **Year Four:** The original interdisciplinary team reconvenes and looks at effectiveness of responses made during years 2-3.
   
   b. Update on QSR and Critical Thinking teams
      
      1) QSR team: Since there were no responses to the year 1 report that were done over the past two years, the team would like to try a systemized test on a regular basis for assessment. In essence, they are responding to the year 1 QSR report through their year 4 study.
      
      2) Critical Thinking team: Getting going with Curt S., Chitra, Marcie, Sandy, and Tim. Very dynamic group!! They are in year one of the four year cycle.
   
   c. Reflections on Campus-wide Assessment Process: The LOC made some excellent comments about seeing these 4 year cycles as a study in assessment itself and a means to validate what’s going on in our classrooms.
   
   d. Update on response to Written Communication study: Julie reported to IC on Oct 15th with language change proposal about information literacy competency of the Written Communication Outcome. The IC is reviewing this and will vote on this on Oct. 29th.
   
   e. Recommendations of the Responsibility CWO team report: Responding to this year 1 report: The LOC reviewed the Student Responsibility report and saw the bulk of the recommendations were focused on plagiarism and cheating. Julie suggested that this would be an excellent TLC forum topic. Kirsten added that Avis Adams has already done work also on plagiarism. Thanks Avis! The LOC plans to build on the work done with Avis’ group who put together a website for the campus on plagiarism by holding discussions about this topic and advertising the website, so more know about it. This will constitute the LOC response to this study: 1) The website that has been built and posted this fall, 2) The TLC sessions to be scheduled this year and next around plagiarism and that will advertise this website to faculty.

2. CAR Database: Campus-wide Outcomes
   
   The LOC needs to do an audit of the CAR database for all courses. Julie gave us Reporting Sheets for this audit. We will go to our divisions and make sure the CAR database is up to date regarding CWOs. The specifics are at the bottom of this sheet.

3. Update from our new VP of Instruction
   
   o Julie met with Derek Brandes Oct. 9th. She updated him on where things are at with the Campus-wide Assessment groups. He said we were on track there. She also shared with
him the concerns over the Campus-wide Outcomes information in the CAR. He noted these concerns and will support our work in trying to get this information ready for accreditation.

4. **Homework:** Julie left the group with homework to do a full audit of all courses in your division in the CAR database to see whether Campus-wide Outcomes information is current, correct, and updated. Complete the audit worksheet handed out today. Send to Julie when complete. Due November 30th or earlier.

5. *Again, thanks very much. What a good meeting!*

**Next Meeting:** Tuesday, Nov. 27 from 12-1 in SH 120-30. Be ready to report out on the audit worksheet and discuss a strategy for making sure we have correct and updated data for Campus-wide Outcomes in the CAR database.