

College Assessment Oversight Committee (CAOC)

Meeting #1

September 14, 2015

Minutes

Present: Dr. Jannah Nerren, Dr. Terry Overton, Dr. Chris Sams

Absent: Dr. Deborah J Buswell, Dr. Gina Causin, Dr. Karen Embry-Jenlink, Dr. Karyn Hall, Dr. Lisa Mize, Dr. Amanda Rudolph, Christina D. Sinclair, Dr. Carolyn J Stufft, Claudia Whitley, Scott Whitney

Items discussed:

- Welcome to Dr. Terry Overton, new CAOC member.
- Overview of committee structure, with discussion about removal of the Data Management Coordinator as a standing member. It was discussed that this was unnecessary.
- Review of 2014-2105 committee work, with the request for input on how to improve processes for SACS program report review. Dr. Chris Sams shared that they 2014-2015 had seemed efficient and painless. There was discussion about pairing committee members for program review rather than having individuals complete the reviews. There was also discussion that Dr. Larry King has requested from the interim Provost that a university level committee complete these reviews. That decision is pending, so no action will be taken at this time on the part of the committee. (Additionally, no action is possible, as reports are not due by Program Coordinators and unit heads until October 15.)
- Training for completing SACS program reports was discussed. Should the committee, as is expected, be reviewing the reports, Dr. King will provide a training for NEW members of the committee. The training will be optional for returning members.
- It was shared that Dr. King's office is currently providing workshops on the new TracDat system, as it has been updated.
- Dr. Nerren shared that all committee work will be posted on the PCOE website under the Faculty Information tab. Additionally, minutes and agendas from the 2014-2105 year is currently posted in this location.
- The committee was asked to review one unit assessment, the Candidate Dispositions Instrument, which is currently being piloted in clinical teaching. This increases the number of experts reviewing the instrument and provides more PCOE faculty input.

Action Items:

- Dr. Nerren will send a poll to set the October meeting.
- Committee members are encouraged to attend one of Dr. King's TracDat trainings.
- Committee members are asked to review the piloted Dispositions Instrument for discussion at the October meeting.