



## Core Objectives Assessment Team (COAT)

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### Meeting Minutes

Tuesday, December 12, 2012  
4:00 PM – 5:00 PM, CHEC – 200

1. **Introduction of new members**
2. **2013-2014 Assessment Logistics:** COAT voted to move to a 3+3 cycle that would include for 2013-14 critical thinking, communication skills and teamwork. New schedule cycle is to allow data collection on some objectives while closing the loop on others.
3. **Spring 2013 Logistics Notification Process:** Letter notifying faculty will be sent out before the end of the fall 2012 semester and will include the rubric that will be used to conduct the assessment.
4. **Benchmark and rubrics:** The committee voted to have the following goal: 70% of students assess at a Benchmark of 3 on the Collin College Core Objectives Rubrics. Wording on the rubrics was modified.
5. **Faculty Development Conference:** COAT members volunteered to lead roundtable discussions “How We Teach . . . .” Specific Core Objectives at the January Faculty Development Conference. Members not in attendance were assigned to roundtables depending on their discipline’s relevant objectives.
6. **Future Business:**
  - Discuss and vote in January if reading the assignment instructions should be included as part of the assessment process on assessment days.
  - Discuss in January how the scores from the teamwork rubrics will be handled; summed or averaged?
7. **Next COAT meeting:** January 14, 2013 at 3:00 pm in CHEC 225