



Core Objectives Assessment Team (COAT)

Meeting Minutes

January 9, 2017
3:00, CHEC – 225

1. Welcome – Kerry opened the meeting by re-introducing Rachel as the new Co-Chair and reminding everyone that she is the new contact person. She also reminded the group that she should replace Mike on their contact list, so that Mike doesn't get so many COAT questions.
2. Kerry announced that Linda Wee has left COAT and there was some discussion regarding her replacement and the need to keep equal representation across departments.
3. Rachel reported that the Faculty Development Conference was well attended and the questions were good. There was some discussion about the need to add CIP to our assessment process. There was also some question about why 70% had been listed as the target for assessment success. Rachel made a suggestion to perhaps make the percentage a little lower in order to achieve the goal but the body thinks that with the 70%, COAT can actually show that there is progression toward achieving the goal.
4. Kerry displayed the assessment schedule for this semester and showed the directions that are sent out to faculty. She explained the process of sending out the instructions after the first week of class. The purpose of this is to see which courses make. This began a discussion of the need for these instructions before faculty is writing their syllabus for the semester. Kerry agreed that she would send out notice earlier, but the more extensive instruction would still be sent after the first week of class.
 - a. Kerry mentioned the note about turning in assignments electronically. It was noted that Professors could always submit their assignments electronically if that is the way their students turn them in. Scanned submissions are difficult to assess, however attaching electronic files to an email and sending this to Kathleen is an acceptable way to submit.
 - b. There was an additional discussion about the assignments being appropriate for the rubric and if artifacts designated for one rubric could be assessed for another rubric that is also included in the course's SLO's. The general feeling of the group was that this was not appropriate.
5. Kerry said she would send out the procedures manual and asked the group to review.
6. The minutes from the November meeting were presented and approved.
7. Kerry mentioned that this semester we were taking on Rubric Review and that some had signed up for the sub-committee. She asked them to stay after briefly.
8. Adjourn

Next COAT meeting: February 21, 2017, 4:00, CHEC 225

COAT MEMBERS

Aaron West	
Aparna Godbole	<i>Aparna Godbole</i>
Audrey Krueger	
Bill Ardis	<i>Bill Ardis</i>
Cameron Neal	
Catie Brooks	<i>Catie Brooks</i>
Ceilidh Charleson-Jennings	<i>Ceilidh T. Charleson-Jennings</i>
Cyndie Amersa	<i>Cyndie Amersa Another One</i>
Clint Starr	<i>Clint Starr</i>
Ellen Bell	<i>Ellen Bell</i>
Gina Perkins	<i>Gina Perkins</i>
Irene Bowen	<i>Irene Bowen</i>
Jason Morgan	<i>Jason Morgan</i>
Julia Wickett	<i>Julia Wickett</i>
Karen Holowinski	
Karen Murph	
Kathleen Fenton	
Kerry Byrnes-Loinette	<i>Kerry Byrnes-Loinette</i>
Levi Bryant	<i>Levi Bryant</i>
Linda Wee	
Lisa Juliano	<i>Lisa Juliano</i>
Lisa Kirby	<i>Lisa Kirby</i>

