Learning Outcomes Oversight Committee (LOOC)
Minutes from Monday, December 7, 2009
3:00 p.m. – 4:30 p.m.
Alumni Center

In Attendance:
Marilyn M. Barbour    Laura Beauvais
Gary Boden            Lori Ciccomascolo
Elaine Finan          Carolyn Hames
Anne Hubbard          James Kowalski
Mary MacDonald         Karen McCurdy
Jayne Richmond        Deborah E. Rosen
Bob Shea              John Stevenson
Kathleen Torrens      Kristen Weissinger

I. Welcome and approval of November 18, 2009 minutes (M. Barbour)
This year’s LOOC goal: align all student learning outcomes assessment efforts beneath the umbrella of LOOC.

II. LOOC membership/representation (M. Barbour)
   Brief discussion to clarify if the committee has the full representation as identified by University Manual 5.84.13

   Discussion: GSO is the only school not represented in LOOC. Welcomed new member Lori Ciccomascolo, representing the Graduate Council; Lori said she would find out if anyone from the Graduate Council would be interested in representing GSO in LOOC. To streamline representation, dual representation was requested: John Stevenson for SAGE; Lori Ciccomascolo for the Teaching Effectiveness Committee.
   Action: Marilyn to contact David Smith from GSO requesting representation

III. Reviewed annual LOOC report, of April 29, 2009 to the Faculty Senate including proposed LOOC policies (attached) (M. Barbour)

   Discussion: Clarification was made about policies introduced in the annual report. As per standard procedures of the Faculty Senate, the annual report was accepted as presented; however, the proposed policies themselves were not officially approved. LOOC needs to review the policies, alter as needed, and present final recommendations to the Provost for approval, before going to the Faculty Senate.
   Action: Policy discussion resumed later in the meeting.

IV. SLOAA Update on programmatic outcomes assessment (B. Shea & E. Finan):

   Discussion:
   Graduate Assessment Update: In addition to individual department efforts in graduate student assessment supported by SLOAA mini-grants, L. Ciccomascolo and Keith Killingbeck, from the
Graduate School, have been working on graduate student learning assessment for the past 1.5 years, using NC State as model. Four programs at URI were chosen to pilot an assessment process: Mechanical Engineering, School Psychology, Communication Studies, and HDF to assist in setting internal set of expectations and reporting cycles for grad programs.

Three workshops will be held to develop an outcomes-based assessment process:

- 1st workshop: Nov. 24th – plan for assessment
- 2nd workshop: Feb. 2010
- 3rd workshop: spring 2010
- pilot program action plans to be completed in May

It was noted that there is also a programmatic evaluation ongoing at the Graduate School which is separate from the above graduate student outcomes assessment.

**Action:** To consider putting workshop materials online.

**State-wide Assessment Update:**
The 2nd round of assessment reports for programs with ranks of 2 or 3 were due November 15: 17 programs have been evaluated by SLOAA and OHE external evaluator (Peggy Maki). For the first time, SLOAA chose to conduct preliminary evaluations of all reports before making them electronically available to the OHE evaluator. These evaluations were consistent with Dr. Maki’s. SLOAA plans to share results with programs over winter break. SLOAA then offered example of successful program assessment reporting by BGS conducted by Anne Hubbard.

**Future considerations:**
With the evolution of outcomes assessment at the State and institutional level, the opportunity for demonstrating the capacity for campus ownership is present. We will need to identify policies and expectations for student learning outcomes assessment.

**Action:** Consider policy statements needed.

**Campus-wide Assessment office representation:**
**Discussion:** To ensure that attention to assessment issues is central to their work, there should be representation from SLOAA and/or LOOC on the task forces associated with the Academic Plan.
**Action:** Laura Beauvais will make sure there is LOOC representation and an assessment piece involved in each task force and will report info back to the committee.

**LOOC Policies:**
Marilyn Barbour asked the committee to review and consider endorsing the proposed policies included in the Annual Report which was submitted to the Faculty Senate last April.

Jim Kowalski and Ann Hubbard seconded approval of the first proposed policy.

After discussion, the first policy was amended to read:

*The Office of Student Learning, Outcomes Assessment and Accreditation (SLOAA), in conjunction with the Office of Institutional Research, will work with other university offices to provide coherent frameworks for collecting, maintaining, analyzing, and distributing information related to student learning assessment. This function does not preclude assessments that*
colleges, departments, or offices may wish to conduct for their own purposes, nor does it require SLOAA to approve, conduct, or provide data for such assessments.

The motion passed unanimously.

V. Presentation by John Stevenson

Due to the hour, the planned presentation was postponed to the January meeting. Marilyn Barbour apologized to John for having to move the presentation and promised that it would be first on the agenda at the next meeting.

The meeting adjourned at 4:30