Attending:
Voting members: Courtney Vengrin (VET; FSOA chair), Michael Bootsma (BUS), Tom Brumm (ENG), Jessica Hurst (HSC), Rob Wallace (LAS), Jelena Bogdanović (CoD)
Ex-officio: Karen Zunkel (Provost’s office)

Excused absence: Stephanie Clark (AGR), voting member

Courtney Vengrin, FSOA chair, convened the meeting at 3:15pm.

- Call of Order; Short introduction of the participants. Agenda reviewed, minutes assigned.

- Approval of FSOA minutes from April 23, 2018; vote 5 (for)/0 (against)/0 (abstain).

Old Business

a. Common Outcomes across colleges
   Courtney Vengrin and Karen Zunkel present the need for the development of the common outcomes across colleges in expectation of the 2020 HLC review; not mandated but recommended also as a part of continual improvement plan. Discussion to include graduate faculty member; suggestion to contact Carolyn Cutrona from the Graduate College.
   
   i. Developing common language – Documents in Box
      1. Form subgroups – 2-3 people per outcome
         Discussion on the summarized outcomes across the University and making teams to work on the first draft and shared language for each outcome as well as on proposal for the measurable criteria:
         Diversity – Rob Wallace and Karen Zunkel
         Communication - Courtney Vengrin and Michael Bootsma
         Critical Thinking – Jessica Hurst and Tom Brumm
         Information Literacy – Jelena Bogdanović and Stephanie Clark
         First drafts to be submitted via CyBox before next meeting, Oct. 1st.
   
   ii. Develop plan to take proposal to colleges
      Short discussion on the possibilities to develop the plan either through inclusion of the outcomes in required courses, measurable criteria through various tools for assessment across curricula, etc. Discussion as how to connect with the governance council of the Faculty Senate (Andrea Wheeler).

b. Faculty Handbook 10.7.2
   i. Outdated language referencing practices no longer done and document that is not searchable
      Tom Brumm volunteers to prepare the draft.
New Business from the floor:
Rob Wallace raises the question of professional help in the process and the need for personnel to work on data collecting, data analysis, and overall assistance in the process and its managing. Others agree that peer institutions have established assessment units on the University level and some on the College level as well. We lack professional support and personnel.

With no other items to discuss, meeting adjourned at 3:56 pm.

Respectfully submitted,
Jelena Bogdanović, September 17, 2018.