**Assessment Minutes 8-31-2018**

**CALL TO ORDER**: by Brent Wilson at 10:35 am.

**CHAIRS IN ATTENDANCE:** Billie Jo Rice and Brent Wilson.

**MEMBERS IN ATTENDANCE:** Lori Pesante, Kellie Smith, Greg Cluff, Darrin Elkern, Dana Heins-Gelder, Rudy Menijivar, Helen Acosta, Michael Westwood, Jana Richardson, Pam Davis, Faith Bradham, Isaac Vannasone, Brian Sivesind, Tanya Silva, Ximena Da Silva Tavares, Ashley Harp, Jose Cortez, Karin Young- Gomez, Jordan Rude.

**GUESTS IN ATTENDANCE:** Don Turney, David Riess, Ginger LeBlanc

# REVIEW AND APPROVAL OF THE MINUTES:

m/s Brent Wilson and Lori Pesante. Motion passed.

# REPORTS:

* CO-CHAIRS -97% of last spring’s SLO’s and mapping are complete. At the FCDC retreat, Chairs were asked to help complete PLO mapping with a 9/14/18 deadline. Brent entered much of the mapping into eLumen. Assessment’s website was updated by Chris Glaser who standardized all websites. Brent demonstrated where to find items on the website. There will be roundtable discussions each meeting using handouts or videos. Brent showed the committee where the link to eLumen was located, where the Assessment plans were, the archive page and the Committee Resources area. Ximena would like the committee website to be more user friendly, maybe a button for one step. Brent stated it is a district template and is not currently possible. Brent mentioned the AIQ and Accreditation dates, also that the team could ask you anytime, anything. Craig Hayward is requesting help at the Accreditation desk in Levan Center from the 1st to the 4th. The calendar was reviewed mentioning that the locations for 10/12 is TBD. It might be at an alternate location such as Delano or the Weill. We will ask Craig because of the FCDC meeting. Program Review Assessment is trying to be streamlined. PARR Plan-Assess Reflect Refine. SLOs should also be following PARR.
* INTRODUCTIONS-introductions made.
* GOING GREEN-Vote was taken to go paperless. Brent proposed, Ximena 2nd. Some mentioned that the Wi-Fi sometimes has problems, however not in L160. Committee will post at least two days prior to the meeting. Vote go green passed with the exception of a paper agenda only.

# OPPORTUNITY TO ADDRESS THE COMMITTEE: None

**ADDITIONS TO THE AGENDA**: Tom Greenwood from CCA had asked the committee if we are assessing individual student SLOs. Answer was no, but faculty can choose to assess individual student SLOs if they desire to dig that deep into the data of the students in their classroom.

Greg Cluff asked about multiple sections and can they be a compilation. Answer was no as in eLumen it is by CRN.

# UNFINISHED BUSINESS: None

**NEW BUSINESS:**

 Review and Approval of 18-19 Committee Charge

m/s Brent Wilson and Helen Acosta. Motion passed. Brent mentioned that it was made to be more concise. Committee reviewed draft and Billie Jo said it matches the ACCJC handbook more. Helen liked the shorter version. Ximena liked that there is wiggle room and that it now separates the Program Review portion. Vote Committee Charge- pass. Scope of the Authority-pass. Member- (SGA voting) pass vote. Send to Tarina for the next step in the approval process.

 Review and Approval of 18-19 Committee Goals-was reviewed and everyone liked how it links to ACCJC standards. Goal 1- pass, Goal 2-pass.

 17-18 Program Review Assessment Report Out-What went well or not. Some answers were not clear.

 Program Review Assessment Report Form for 18-19

Brent talked about the lack of concise responses. One faculty member submitted a response on the Program Review asking if any person was actually reading what they submitted. Billie Jo responded to the statement saying that it had been read. This is part of closing the loop. Ximena asked about where to document things when submitting SLOs. There is a comment area. Helen was questioning quality of data as

cancelled courses were being counted. Brent responded cancelled courses don’t affect the totals in SLO Performance reports.

 Training – Generating Report for Program Review

Brent demonstrated the reports area from eLumen. Handed out an instruction sheet and said it was on the website also. Report is program driven in a grid format.

 Schedule for Assessment Roundtable Discussions

Brent asked everyone to sign up during the following meetings of the semester and talk about how their department does assessment using PARR and Best Practices. Brent has an example on the website from last year.

# GOOD AND WELLFARE AND CONCERNS: None

**ADJOURNMENT:** NEXT MEETING SEPTEMBER 14, 2018.

Brent Wilson adjourned the meeting at 12:05 pm.