Bakersfield College Assessment Committee Minutes

10/4/24

Members:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Position** | **Name** | **Attendance** | **Position** | **Name** | **Attendance** |
| Co-Chair | Mindy Wilmot | Absent | Kinesiology/Health/Ath. | Alexis Pitcher | Present |
| Co-Chair | Rebecka Zepeda | Present | Industrial Technology |  |  |
| Adjunct | Tyler Richmond | Present | Library/Academic Tech. | Faith Bradham | Present |
| Agriculture | Greg Cluff | Present | Mathematics | Ricardo Garza | Present |
| Allied Health |  |  | Nursing | Debra Kennedy | Present |
| Applied Science | Justin Flint | Absent | Performing Arts | Cody Ganger | Present |
| Art | Joseph Tipay | Present | Philosophy | Bryan Russell | Absent |
| Behavioral Sciences | Jordan Rude | Present | Physical Sciences | Anna Plett | Present |
| Biological Sciences | Cassandra Green | Absent | Public Safety | Jana Richardson | Present |
| BMIT | Juan Manzano | Present | Social Sciences | Jennifer Grohol | Present |
| Communication | Wesley Hernandez | Present | Classified | Edie Nelson | Present |
| Counseling | Jeffery Stambook | Absent | Student Government |  |  |
| Education | Teresa McAllister | Present | Member-at-Large | Jerome Lagaya | Present |
| Engineering Systems | Maryam Farahani | Present | Member-at-Large | Lucas Choate | Present |
| English | Daniel Gomes | Present | Member-at-Large | David Rohac | Absent |
| EMLS |  |  | Member-at-Large |  |  |
| FACE | Marah Meek | Present | Institutional Effectiveness | Sooyeon Kim | Absent |
| Foreign Language/ASL | David Neville | Present | Administrator | Steve Waller | Present |
|  |  |  |  |  |  |

**Meeting Dates/Times**

Every 1st and 3rd Friday via Zoom @ 10:30am – 12:00pm

* 10/04/24, 10/18/24, 11/01/24, 11/15/24, 12/6/24
* Link to Meeting Room

1. Call to order-Quorum met-10:35
2. Good, welfare and concerns- None
3. Review & approval of the minutes (5 minutes)

9/20/2024

M/S/C: David Neville/Edie Nelson -motioned to review and approve-motion carried.

1. Reports (10 minutes)
   1. Faculty Co-chair- Updating the website. Most of the assessments are posted. Only a few missing.
   2. Administrative Co-chair-None
2. Agenda Item 1-BC GE Guiding Notes-Should we have the statement at the top of each area of the document ‘Upon successful completion of a course within this area a student will be able to’ Everyone agreed.

Approval of the updated statement.

M/S/C: Teresa McAllister/Jana Richardson -motioned to review and approve-motion carried.

* 1. Guests: Scott Dameron and Michelle Hart from CRC-Scott, Curriculum Committee is about to do a second review. Went over a few minor corrections.

M/S/C: Teresa McAllister/Faith Bradham -motioned to review and approve-motion carried.

* 1. Assessment committee tasks:
     1. Review and approve new and updated GELO’s
     2. Mapping of new and updated GELO’s to ILO’s-will be moved to new area.
     3. Review and approve assessment data crosswalk.

M/S/C: Teresa McAllister/Jordan Rude - motioned to review and approve-motion carried.

1. Agenda Item 2- Goals and Charge Revisions-Reviewed. Minor additions/updates.

M/S/C: Debra Kennedy/Teresa McAllister-motioned to review and approve-motion carried.

1. Agenda Item 3-Co-Chair Duties-reviewed.

M/S/C: Jana Richardson/Teresa McAllister motioned to review and approve-motion carried.

1. Agenda Item 4-Committee Resources-Most have access to the canvas page, Becka will get access to the new members. Becka shared the page and what resources are available.
2. Agenda Item 5-Course Review Team Assignments-The team assignments were changed and shared.

Adjournment-11:40.

Becka’s Notes

Here is a recap of our meeting:

1. Co-Chair Report:
   1. Most [assessment plans](https://committees.bakersfieldcollege.edu/assessment/student-learning-outcome-assessment.html) are updated on the committee website for 2024-25. I will be in contact with areas who are still missing plans.
2. We voted to approve:
   1. Minutes from 9/20 meeting
   2. BC GE Guiding Notes including:
      1. Outcomes
      2. Addition of the statement “Upon successful completion of a course within this area, the student will be able to….”
      3. Data migration per the crosswalk worksheet
   3. [​docx icon Charge Revisions](https://kccd.sharepoint.com/:w:/s/groups/bcassess/EZC-9ZgnhxRFtTBBSjfCfJcBpj0l0NurMvhrHSpUk_2HXg)
   4. [​docx icon Co-Chair Duties](https://kccd.sharepoint.com/:w:/s/groups/bcassess/Ed_1kQIpVuVKrcsHi_-YKrABTO8Ru2GiziesSlM1Tf0yoA)
3. I have added new members to the Canvas Shell where you can find committee resources and our [SharePoint](https://kccd.sharepoint.com/sites/groups/bcassess/Shared%20Documents/Forms/AllItems.aspx?isAscending=false&sortField=Modified&viewid=b8e0085a%2D845f%2D40b3%2D9f57%2Deedc957222a8) where you can find committee documents.
   1. Please let me know if you have yet to be added.
4. Here are this week’s [team assignments](https://committees.bakersfieldcollege.edu/assessment/meetings/2024_10_04/supporting_docs/AC_Team_Assigments_10_04_24_v2.pdf) that are due Friday.
   1. There will likely be another round of assignments next Friday. The curriculum Co-Chairs recently ran an eLumen export and there are 331 courses and 178 programs currently in the curriculum workflow that will eventually make their way to us, so be prepared for larger assignments in the coming weeks. I will do my best to space them out evenly as to not overwhelm anyone.
   2. I meant to send this out last meeting, but attached are my frequently used comments when reviewing courses and programs. This makes the review process a bit quicker. Feel free to add to it!
5. Here is the [​docx icon training doc](https://kccd.sharepoint.com/:w:/s/groups/bcassess/EUeeES8rvExKvBEMNbrGbdMBe0eRQUhOwsletl5lPoIw8A) for Pulling Assessment Data for Program Review for those of you working on these for your area. If anyone needs help, please reach out. If needed we will do a training at our next meeting.

And that’s it! Thanks for all of your hard work! See you at the next meeting on Oct 18th. 😊