

Assessment Committee Meeting Minutes September 5, 2018

Attendees: Kelly O'Dell, Dan Lawrence, Arthur Vaughn, Tamara White, HyeKyung Lee, Ana Martin-Mejia, Geoffrey Chadwick, Chris Ward

New SLOs:

Lifelong skills replaced with the 4 goals/4 blocks/4 Cs; communication, critical thinking, cultural competency, career & technical transfer.

This committee has primarily been Instruction-based, is growing and shifting to become a broader, institution-wide group to bring together overall assessment.

Tamara White will be co-chair to the committee.

The goal is representation from all areas that perform assessment; Academic Affairs, Student Affairs, Instruction, etc.

"Kick-off" at the October meeting.

Program Assessment:

We were missing evaluation of programs (dwd) – not just outcomes but increases in student skill, retention, completion. Including resources, etc., for the programs). We are pushing back the report date to provide time to apply this new knowledge and allow time to work on the HLC requested information.

Clarification: the 'regular' assessment cycle report is being delayed in order to provide time and space for departments to prepare their "incremental increases" program evaluations.

There will be some administrative review of programs (retention, completion, etc.); this was followed by discussion of what the administrative review of programs is for—that is beyond the responsibility of the committee.

Questions:

Where are we in the cycle (start, end, etc.)?

The report is the end of a cycle. We are not starting a new cycle yet as we are aiming for more consistency across the institution first.

Why is our cycle so short?

Initially we had a 9-month cycle, which aligned with full-time faculty contracts. We moved to a 2-year cycle. Programs may continue to use whatever frame they are using now; the committee will eventually request what we do or timelines, etc.

Do we still want student involvement?

Yes! We want transparency with students. This empowers students to have the language to discuss the skills they are gaining in their programs, transfer or otherwise.

Victor V. is holding a workshop to support report-writers for the HLC program review.

There are three levels of reporting actions happening:

- Course-Outcomes: this is the report being delayed until spring. The original due-date was Oct 2017.
- Program Incremental Improvement: per the HLC request. They want to see a 2% incremental increase in student skills within a program.
- Program Review: Administrative review/evaluation including things like retention, completion, etc.

October Planning:

Training – D2L shell? It possibly exists.

1st training: Overview. “know your why” – from previous feedback, people benefited from in-person training.

Question: Who is required to take this?

Information that will be helpful for Student Affairs:

Background on the committee, goals, purpose, etc. Context of the group.

Goal: Assessment of Student Learning – in order to improve it

Our goal is improving the WHOLE student experience, not just in the classroom.

Useful to discuss assignments, tasks, deadlines, and deliverables.

Discuss committee structure, task assignments, subgroups/workgroups. For these shifts in assessment, there will be guidance from the HLC Academy Team.

Need to define the scope of committee responsibilities for the college.