

Minutes
Assessment Council
November 17, 2016

Present: Kendall Martin, Jane Zeff, Meredith Drew, Cara Berg, Jennifer Owlett,
Stanley Anozle Antoinette Piccolo-Simmons
Excused: Bahar Ashnai, Jae Kim

The meeting was convened at 12:35pm by Kendall Martin in Cheng Library
Conference Room 107h

- I. Kendall Martin began the meeting with a review of the standing charges as per the Senate. Cara retrieved the charges from the website onto the TV monitor for all to view. As a result of the discussion, Kendall gave himself the charge to determine what the first charge is referencing. In addition, charge #5, which references working with advisement will need to be watched as advisement is currently under review. Jane shared the new package of Starfish and the assumption that there may be an assessment component. We may need to liaise with this project. We will wait on this project until we get more information.
- II. There was an in depth discussion regarding the role of assessment. Jane shared the administrative view of the role of assessment relating it back to the strategic plan. Further discussion ensued regarding learning objectives and used the example of critical thinking. The discussion revolved around how we actually measure this component and differences among different disciplines. Further discussion regarding direct and indirect data collection responses and sampling methods.
- III. Discussion regarding the feedback on the presentation for the Senate. The Senate asked key questions.
 - a. Why weren't administrators surveyed? Committee discussed and felt that it was not appropriate to survey administrators for this information.
 - b. Why wasn't library staff included in the survey? Committee discussed and this was an oversight and they should have been surveyed.
 - c. How would this assessment effort affect graduation and retention rates? Committee discussed if learning objectives are met, we'd assume this impacts retention/graduation rates to remain high. Further discussion regarding retention of students and the assessor being competent in completing the assessment correctly. There is an assumption since faculty are creating the standards, they should be competent in delivering them.
 - d. Does the survey cover how assessment efforts can effectively close the loop? Committee discussed that the survey was sent out to determine

training workshops to offer this year and had an “other” component. Further discussion ensued regarding how to offer trainings to each of the colleges to gain more attendance and participation from the faculty. Jane suggested determining specific trainers and a training schedule at each college, and then we can look into funding. Suggestion of training using Rubrics and have it conducted by Colleges to streamline the process and gain more members. Potentially incorporate in department meetings or unit meetings. Some ideas of creating each academic year with a specific focus i.e. 2017 Year of Critical Assessment. Further ideas discussed: meet with assessment coordinators from each college, invite them to a meeting, and include them in planning of assessment trainings.

IV. Kendall addressed charge #4 and stated that some programs do not want to do assessment, but then they need to have a data plan to base it on. Jane shared that not all programs are accredited, which leads to a very specific assessment plan and requirement. But, those programs that are not accredited are still required to go through a program review. Discussion of Jonathan Lincoln and his role in program assessment.

V. Action items:
Kendall will check on Senate Charge #1 for clarification, reasoning and intention.

Kendall will clarify the agenda for our committee moving forward.

Campus Labs to be determined at a later time.

Kendall will set up a meeting with Jonathan Lincoln and Jane Zeff to discuss program review and assessment further.

Next Meetings: December 15th and January 19th at 12:30pm in the Cheng Library, Conference Room 107h. We will look at the Spring calendar due to some conflicts in meeting dates.

VI. The meeting was adjourned at 1:30pm.

Respectfully submitted,
Meredith Drew