**Assessment Committee Meeting Minutes**

**Aug. 21, 2020 via ZOOM**

**Assessment Committee – Friday, August 21st 11:30am**

Present: Dr. Jill Loveless, Dr. Purnima Sharma, Debbie Cresap, Darcey Ferrell, Jennifer Lantz, Pat Roper, Dave Stoffel, Rustem Mulyuk, Dana Indermuhle, Michael Lawson

* Membership, chair

Discussion about adding a Workforce Development member to assessment committee. Contact was made with Karri Mulhern. She will get back to us after she has a chance to discuss this with the new leadership.

Divisions have been reorganized. If it seems as if some divisions are over/under represented, keep in mind this may be because of the reorganization.

* Co-curricular assessment plan – follow-up & moving forward:

Last semester Sara was interested in leaving assessment, but interested in developing a sub- committee for co-curricular assessment. Pam is working on this and reported meeting with several people. What has been/continues to be worked on:

2 levels:

* self-assessment in the works now
* Peer review assessment

Pam is working on this and will ask assessment to take a look at it. Her goal is to align academic affairs and student services. She’s working on finding pieces for a seamless connection. All Co-curricular plans are in WEAVE, but don’t align exactly the same way as program outcomes do. They can be linked as strategic initiative list.

Debbie: All co-curricular and program can be linked in WEAVE

Jill: format is different, but idea (goal) can be linked by identifying from strategic initiative list in WEAVE, it provides a direct path so not duplicating, only linking.

Discussion on including IR in changes in assessment plans and procedures. A gap exists that we need to work on to involve everyone. Debbie has been working on a plan and intends to bring that to the committee soon. Pam explained that Institutional Effectiveness (IE) plan will be brought to the committee for review.

* Gen Ed assessment – follow-up, discussion, plan moving forward

At 3 year point in cycle of General Education assessment. We need to either roll Gen. Ed assessment or make changes toward a new plan. We need rotation plan led by Debbie helped by committee.

Pam: any changes that get made bring to assessment committee, then to Faculty Assembly, Motions made will then be forwarded to Jill.

Most of program assessment plans have been reviewed.

Gen. Ed combined with assessment as a supportive initiative in each course assessment.

* WEAVE changes and recent training

Debbie reported positive feedback so far from training. Updated form in WEAVE to include faculty member, linked with peer review—can be attached. A few changes still need updated with terminology, highlighted course outcomes, SLO will be listed under/linked to CO., also linked with Gen Ed by clicking supportive initiative.

Action Plan lists action items place to explain test, target—these were former Pre-Assessment Items.

Ex: We have developed/progressed in assessment toward streamline in WEAVE such that a separate pre-assessment form in no longer needed.

Recommendations: closing the loop, demonstrate how the recommended improvements were implemented and the results. New WEAVE changes will help close the loop, moving forward all assessments will build upon previous assessments within the same document. Debbie reported the new changes in WEAVE will help close the loop as now subsequent course assessments will be added to the original so that changes are documented and visible.

Emphasis placed that if Gen. Ed outcomes are linked then results needed reported on these too in addition to CO/SLO activity results.

* Using Blackboard for assessment

-full course assessment – Dave Stoffel’s work, next meeting Dave will be scheduled to demonstrate

-signature assignment assessment can be used in all sections of the course, and aids to include adjunct courses. We can build assessment in Bb for adjuncts and it will collect data. Very useful.

* Spring assessments due by Friday, September 11th
* Tentatively planning for peer review of Spring ’20 assessments in November.
* Peer Review Rubric is still an attachment in WEAVE. We need to review & update this form.

Next Meeting: See comments under WEAVE changes and training.

* Standing committee scheduled as 1st Friday of the month
* Next meeting: Sept. 4, 11.am

**Minutes respectively submitted by: Darcey Ferrell, Faculty Chair & Jennifer Lantz**