

## ASSESSMENT COMMITTEE MINUTES

**DATE:** April 15, 2022

**TIME:** 1:30 pm

**LOCATION:** ZOOM

**ATTENDANCE:** Darcey Ferrell, Regan Blaha, Lyndsie Scott Guzek, John Labriola, Jennifer Lantz, John Lantz, MaryJean McIntosh, Michael Lawson, Natalia Omelchenko-Comer, Sangita Whiteman, Patricia Roper, Dr. Jill Loveless, Dr. Angela Hawk

**EXCUSED:** Pat Roper, Lyndsie Scott-Guzek,, John Lantz, Regan Blaha, Michael Lawson, John Labriola

AGENDA ITEMS	DISCUSSION	ACTIVITIES / ASSIGNMENTS
Suitable	Regan Blaha gave an explanation and update on Suitable. The Office of Student Engagement and the Action Center have partnered to form what Regan's refers to as a co-curricular transcript. It reflects what students have done (extra activities) throughout their Northern experience, students may choose to print it and attach the transcript to resumes. It launched today in applied tech and allied health areas as a pilot. Plans are to assess this activity with possible full implementation in Fall, 2011. The transcript focuses on 4 competency areas, campus engagement, civic and community engagement, technology, and career and self-development. Once a certain number of points are received in a competency area, students will be awarded a badge. Dr. Hawk and Regan will frame with learning outcomes.	
Relationship of Assessment Committee to the Director of Assessment	Dr. Hawk is starting a conversation about the relationship of the Committee to the Director of Assessment to make sure we collaborate and understand where the efforts of the Committee and the Director are best placed and how we continue collaboration and clear communication processes with faculty. Dr. Hawk views the Assessment Committee as having the primary oversight of student learning with assessment being faculty driven and the committee establishing criteria and guidelines for enhancing student learning. The Director works in partnership to set priorities for assessment, build a comprehensive model of assessment, and ensure that committee and	Committee members to consider and share any thoughts with Dr. Hawk or share at the next meeting.

	<p>faculty have the tools and resources to implement assessment.</p> <p>Jennifer Lantz discussed assessment rate and importance of program director involvement in the selection of courses and schedules of assessments. Dr. Loveless explained that up until October we had an administrative assessment that sent a spread sheet on the status of assessments. Dr. Loveless would share that with Division Chairs and Program Directors. That tracking mechanism was missing with the loss of the administrative assessment and we're noticing it. They will be interviewing for the position with some changes to the job description.</p> <p>Dr. Hawk mentioned additional factors related to rate of assessment including the switch to the new LMS and some faculty having had outcomes aligned with courses within Blackboard. She is communicating and working with Program Directors and Division Chairs to help us stay on track. This includes working with new Program Directors.</p> <p>Dave Lawson expressed difficulty/questions about accessing his assessment projects within Weave. Dr. Loveless explained the best way to access projects in WEAVE.</p> <p>Jennifer Lantz asked if we have asked WEAVE about increasing character limits in some areas of WEAVE. Darcey Ferrell sent request to WEAVE and according to reply, the limits are fixed at this time. The new WEAVE instructions available in Brightspace inform faculty of the character limits in each area so faculty can maximize usage of each area.</p>	
Criteria 4.b	<p>Dr. Hawk and Darcey Ferrell have been gathering evidence. Darcey pointed out the importance of good documentation in the Course Summary &amp; Changes area at the beginning of the WEAVE assessment report. Also, it's useful to indicate in the narrative when faculty have changed an approach or strategy based on feedback from a peer review. In this area of the report, tell the story of what you have done as this is evidence of "closing the loop."</p>	

Assessment Academy Update	Dr. Hawk and Darcey Ferrell attended the Assessment Academy kick-off meeting on Friday 3/18/2022. Darcey shared information about the process, team development, timeline, etc.	Those interested in being on Northern's Assessment Academy team or who have project ideas should reach out to Dr. Hawk.
Peer Reviews	Darcey sent an email invitation to all faculty to participate in the upcoming peer review of Fall 2021 assessment reports. We currently have 27 reports for review.	
NEXT MEETING	April 15th, 2022 at 1:30pm	

Respectfully Submitted by: Darcey Ferrell, Chair