

ASSESSMENT COMMITTEE MINUTES

DATE: February 18, 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, Patricia Roper, Sangita Whiteman, Dr. Jill Loveless, Dr. Purnima Sharma, Dr. Angela Hawk

EXCUSED:

AGENDA ITEMS	DISCUSSION	ACTIVITIES / ASSIGNMENTS
Assessment Presentation	<p>Dr. Angela Hawk, Director of Assessment shared a presentation that will be given at the upcoming CIC Committee, <i>Academic Assessment at Northern: Taking Stock and Looking Ahead</i>.</p> <p>Presentation included:</p> <p>How academic assessment relates to our mission and the institutional assessment cycle as a whole</p> <p>What is going well with academic assessment</p> <ul style="list-style-type: none">• we're learner focused• faculty value assessment• informal assessments happen everyday• small size – faculty get to know students well and adapt in the moment• faculty are participating regularly in formal assessments with meaningful results• administration & faculty are working together• the process at Northern is collaborative and collegial• administration has responded to faculty needs for assessment (i.e. new Director)• commitment to excellence, centering assessment in our efforts to improve the institution• assessment plan is student centered with the goal of understanding what students are learning and identifying ways to improve learning• we've faced digitalization and move to electronic processes	

	<p>The gaps/areas needing improvement</p> <ul style="list-style-type: none"> • need to work on <u>transparency</u> in our assessment processes, consistent instructions • changes need updated in assessment plan • need to focus on <u>integrity</u> of assessment practices in terms of good academic assessment, alignment, and closing the loop strategies, and systematic feedback • improved general education assessment strategies • <u>inclusion</u>/professional development <p>6-Month Action Plan:</p> <p>Transparency -</p> <ul style="list-style-type: none"> ➤ Update the Institutional Plan ➤ Update & maintain assessment homepage ➤ Create assessment Brightspace course for faculty and staff ➤ Update course and program assessment templates in WEAVE and create step-by-step guides <p>Integrity-</p> <ul style="list-style-type: none"> ➤ Work with Program Directors to update program assessment plans entered into Weave ➤ Reintroduce summary reports into cycle ➤ Participate in assessment academy with a focus on general education ➤ Establish system of regular check-ins with lead faculty on assessments <p>Inclusion -</p> <ul style="list-style-type: none"> ➤ Continue one-on-one meet and greets with staff and faculty <p>Comments:</p> <p>Dr. Sharma explained that assessment processes flow from the strategic plan. Assessment is student centered and Quality Matters is student centered.</p>	
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	Dr. Natalia Omelchenko-Comer, Faculty Member, commented about the term “integrity” and recommended the term “fitness.” Dr. Hawk explained that integrity is consistent with terminology of our values, but will consider.	
Program Learning Outcomes	Darcey and Dr. Hawk discussion about program learning outcomes and the WEAVE assessment report form lacking a place to enter PLOs. This will be addressed in the Weave template revision to allow documentation of the PLOs associated with the CLOs. Goal is to make this change in the current semester’s assessment reports.	
Assessment Academy	<p>Dr. Loveless described participation in the HLC Assessment Academy</p> <ul style="list-style-type: none"> • 4-year commitment • HLC provides mentor/coach • Focused on a major project – possibly Gen. Ed. assessment • Commitment funded by the Foundation through a mini grant • 2 team leaders • Kick-off meeting of Friday March 18th 	➤ Dr. Hawk and Darcey will be the team leaders and will attend the kick-off meeting
Weave Instructions	Dr. Hawk explained that instructions previously worked on by committee members, Jennifer Lantz, Dr. Omelchenko-Comer, and MaryJean McIntosh will be incorporated in the Brightspace instructional course for faculty.	
Jennifer Lantz, Faculty Member	Jennifer shared information about an innovative strategy she learned from a Higher Ed. Podcast dealing with assessment and how to use podcasts to assess student learning (multiple methods). If faculty find a podcast that aligns with learning outcomes, software is available to create snippets of podcasts and that allows faculty to present information so that students may compare and contrast information. Jennifer explained that podcasts are becoming popular with students and can be used to address a range of learning challenge/taxonomy and can be used to assess achievement of all levels of outcomes.	➤ If interested in listening, the podcast is episode 381 Teaching in Higher Ed. by Bonni Stachowiak

	<p>Dr. Loveless shared that we are now subscribed to , MaxKnowledge. Subscriptions can be expanded with professional development funds. It includes information on a variety of assessment topics and includes information about online course assessment. The training is self-paced.</p>	<ul style="list-style-type: none"> ➤ Contact Dr. Loveless if you want a subscription to MaxKnowledge. ➤ Perkins funding is helpful for covering this expense.
Co-curricular Assessment	<p>Dr. Sharma plans to update the committee on co-curricular assessment at the next meeting. WVNCC will have a dedicated committee that will be looking at administrative and co-curricular assessment as part of the institutional assessment plan. Co-curricular is project based and several projects are in process.</p> <p>Darcey requested that additional project leaders of co-curricular assessments be invited to present at the assessment committee meetings. The three co-curricular presentations of Regan Blaha, Lisa Soley, and Tami Alfred at the last assessment committee meeting were very informative.</p> <p>Regan Blaha explained that Student Activities will soon be rolling out Suitable which is a co-curricular transcript for student activities.</p>	
Criterion 4a, 4b, and 4c	<p>Dr. Sharma explained that a Brightspace course is being set up for ongoing work on documentation. She shared the timeline power point slide for the assurance report process.</p>	<ul style="list-style-type: none"> ➤ Review by co-chair to be completed in March and then open for review by assessment committee members followed by access to the whole college community
Peer Reviews	<p>Summary report of Fall peer reviews of Spring 's1 assessments was sent to Dr. Hawk and the assessment committee.</p> <p>Faculty were notified that peer reviews were completed and encouraged to read the Fall peer reviews of Spring '21 assessments and make comments/ask questions.</p> <p>Discussion of process for compiling assessment reports needing assessed. Daniel Gomez, Faculty Member, spoke about possibility of Weave generated report.</p>	

	<p>Dr. Hawk will work with Darcey on gathering this information for Spring semester peer review of Fall '21 assessments.</p> <p>Darcey shared comments on peer review from Rustem Mulyuk, Committee Member unable to attend today. Rustem asked why we are reviewing PLOs, CLOs, and SLOs if these are going through Curriculum Committee. Dr. Sharma indicated that a future update to the peer review rubric may be warranted. At this time Dr. Hawk believes it is still useful that we use the current rubric and continue to flag courses that have not gone through Curriculog and may have issues with PLOs, CLOS, and CLOS. Jennifer Lantz explained that unless a catalog change has been made a change to CLOs and SLOs may not go through the Curriculog process. Dr. Loveless clarified that those changes would still go through Curriculog, but not the Curriculum Committee. Dr. Hawk will be given access and built into the Curriculog process. All MCGs that have been through Curriculog have been updated in the Faculty Documents Center.</p> <p>Also, Rustem commented on the variety of Blooms taxonomy documents available and suggested adopting specific ones for faculty.</p>	
Student Comment	Sangita Whiteman, Student, thanked Dr. Hawk for the presentation indicating it helped her understand Assessment processes.	
NEXT MEETING	March 25, 2022 at 1:30pm	

Respectfully Submitted by: Darcey Ferrell, Chair