

ASSESSMENT COMMITTEE

Solano Community College

Minutes – May 10, 2017

2:30-4:00pm, Room 414

In attendance: Amy Obegi, Lisa Abbott, Rebecca Estes, Ferdinanda Florence, Robert Gabriel, LaNae Jaimez, Cynthia Jourgenson, Terri Pearson-Bloom, Randy Robertson, David Williams

- I. Approval of Agenda, 1st L. Jaimez, 2nd F. Florence
- II. Approval of Minutes from 5/3/17, 1st T. Pearson-Bloom, 2nd R. Estes
- III. Public Comments, None
- IV. Discussion/Information Items
 1. *CurricUNET META training with Governet*. Nancy Howard from Governet walked the committee through the new assessment module, answering questions as we had them. The “Go Live” date was moved from May 15th to May 17th to accommodate the last Curriculum Committee Meeting. We will need to request “requirements” so that faculty must complete certain boxes before the assessment is submitted.
 2. *Assessment Handbook Decisions*. M. Wyly would like to bring the Assessment handbook to Academic Senate for a vote of approval before the close of the semester. Although the appendices are not yet complete and the screenshots of META aren’t yet ready, the Senate will be voting on procedures. The committee members discussed and agreed upon the following procedures to add to the handbook.
 - A. Obegi will present the Assessment handbook to AS for approval on May 15, 2017. During the summer the appendices and screenshots will be added.
 - a. For Program Learning Outcomes, SLOs will be the means of measuring PLOs. SLOs will need to be mapped to the PLOs. If an SLO doesn’t currently exist to measure the PLO, one should be created in a mastery level course
 - b. Success criteria must be established for PLOs
 - c. PLO assessments should closely mirror the structure of SLO assessments including planned actions in the classroom, department and college

- d. For institutional learning outcomes, we will generally state in the handbook that the ILO assessments based on SLO mapping will be pulled from a representative sample of courses for certificates, degrees, CTE, and basic skills courses. A rubric will need to be established for assessing the ILOs via mapping.
 - e. For both GELOs and ILOs, assessment will also occur during flex workshops. Each year one GELO and ILO will be the focus of a faculty dialogue/panel discussion about best practices and obstacles in assessing that outcome. Faculty will share what they have learned from their assessments, and teaching strategies they have deemed effective.
3. *Brainstorm how we want to move forward based on training.* The committee decided that when the data is transferred after “Go Live” each committee member will pilot an assessment. The first step would be to input the SLOs and success criteria in a course modification. Lisa Abbott and Amy Obegi will review and approve the course modifications. At that time committee members will input an assessment and report any questions/needed changes for the module to work correctly. These changes will be requested of GoverNET ahead of the fall trainings. If necessary, a meeting can be called over the summer. Committee members will assess PSYC 001, ART 010, HED 002, ENG 002, SPAN 032, DRFT 058, CDFS 038, and a MATH course to be determined.
4. Discussion of returning members for 2017-2018. A. Obegi will send out a survey to determine time eligibility next semester. L. Jaimez has a class at the current time and C. Jourgenson has a day job and is most available later in the day. However, several other members are not available later in the day. R. Estes may not be able to return as the adjunct representative as she has night classes next semester.
5. End of Term Assessment Committee Self-Evaluation. The committee agreed that the report was ready to send to the Academic Senate.

Meetings in the fall TBD