

ASSESSMENT COMMITTEE

Solano Community College

Special Meeting Minutes – May 3, 2017

2:30pm-4:00pm, Room **443**

In Attendance: Amy Obegi, Peter Cammish, Rebecca Estes, Ferdinanda Florence, LaNae Jaimez, Terri Pearson-Bloom, Randy Robertson

- I. Approval of agenda, revised to include flex trainings and Volume 8 of the Newsletter, 1st T. Pearson-Bloom, 2nd F. Florence, approved unanimously
- II. Approval of Minutes from 4/5/17 and 4/26/17, 1st F. Florence, 2nd T. Pearson-Bloom, approved unanimously
- III. Public Comments - None
- IV. Discussion/Information Items

1. *Upcoming Trainings.* The CurricUNET Assessment Module Training will be held in Room 414 on Wednesday May 10th. Assessment Committee members, deans and Lisa Abbott will be invited (Jim DeKloe is unavailable at that time). Attendees should bring a laptop if they want to try things out in sandbox on their computers. Committee members agreed to pilot a few assessments by June 5th to identify any potential problems that will need to be remedied over the summer. Most also will be available during the summer if we need to meet to discuss/vote on any changes to the Assessment Module prior to the fall flex trainings.

Fall flex trainings will revolve around CurricUNET META. Governet is being contracted to provide trainers. On the required day a short overview of META will be provided to all faculty by the Assessment and Curriculum Committee Coordinators. Trainings on the course and assessment modules will be provided on the optional and required days. Additional time will be allotted for faculty during school meetings and at separate optional flex workshops to go into META and update SLOs, success criteria and mapping. T. Pearson-Bloom suggested course leads be established so that the work can be distributed and it is clear who is responsible for what. The committee decided faculty should be given a deadline of the end of September to update their SLOs in the course module. At that time, a bulk approval will go through the curriculum committee.

2. *Feedback on Assessment Handbook.* The committee reviewed up to page 17 in the handbook. Suggestions for grammar changes were made as well as moving/clarifying some items. A good deal of time was spent considering what the mandate should be for the required number of assessments faculty complete during an assessment year. Members want to move away from the mandate that faculty must assess every class as there are big workload differences among faculty. The key is all courses must be assessed, but there can be discipline faculty coordination to create greater equity. Each faculty assessing 3 courses per assessment year was seen as the goal. See the current draft iteration of the handbook for details.
3. *PLO Assessment Module.* Due to lack of time this discussion was brief and will need to be revisited at a future meeting. A. Obegi shared the current PLO assessment form and projected the PLO assessment in CurricUNET. Members had questioned about how SLO assessments are generated, and thought it would be useful to see examples of what other college's PLO assessments look like. We agreed to pose these questions at the meeting on 5/10/17. The committee will need to decide if all PLOs must be assessed through SLOs or if we can build in other mechanisms as well like assignments in capstone courses or licensing exams.
4. *Newsletter.* Faculty agreed to disseminate the 8th volume of the newsletter. A. Obegi will email Monday of next week after she hears from Governet that the May 15th date is still the target for going live with CurricUNET META

Future Meeting dates for Spring 2017:

Scheduled:

May 10, 2017 – We will meet in the conference room in 414

May 17, 2017 – Do we want to meet?