



Assessment Committee

Approved Minutes

August 16, 2019

Room 900

11:30 am – 1:00 pm

1. Call to order	Assessment Coordinator Andrew Wesley called the meeting to order in order.									
2. Roll Call	<p>Andrew Wesley (Committee Chair), Amy Obegi (School of Behavioral Science, Faculty), Rachel Smith (Liberal Arts, Faculty), Will Martinelli (School of Math and Science, Faculty), Karen Cook (School of Applied Technology and Business, Faculty), Kimberly Coulter (Counseling), and Ferdinanda Florence (Program Review Representative).</p> <p>Absent: Darla Williams (School of Health Science, Faculty), Dean Shirley Lewis (Vallejo Center), and Erin Duane (Curriculum Representative)</p>									
3. Agenda approval	Will Martinelli motioned to approve the agenda of August 16, 2019. It was seconded by Ferdinanda Florence. The motion was approved unanimously.									
4. Approval of Minutes	Rachel Smith motioned to approve the minutes of April 29, 2019. It was seconded by Amy Obegi. The motion was approved unanimously.									
5. Comments from the Public	There were no comments from the public.									
6. Assessment Coordinator Update	Coordinator Wesley discussed current state of eLumen.									
7. Discussion/Information Items	<p>-The main discussion/action was focused on the creation of “Mastery Level” protocols within eLumen. The committee ultimately decided on the revision of the default “M.L.s” already in place and the addition of a forth level “Almost meets expectations”. The current “Mastery Level” protocols appear as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; width: 5%;"><input type="checkbox"/></td> <td style="width: 40%;">Add Mastery Level</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">Name</td> <td style="text-align: center;">Description</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Exceeds expectations</td> <td>The student demonstrated mastery of the specific outcome.</td> </tr> </table>	<input type="checkbox"/>	Add Mastery Level			Name	Description	<input type="checkbox"/>	Exceeds expectations	The student demonstrated mastery of the specific outcome.
<input type="checkbox"/>	Add Mastery Level									
	Name	Description								
<input type="checkbox"/>	Exceeds expectations	The student demonstrated mastery of the specific outcome.								

<input type="checkbox"/>	Meets expectations	The student has achieved the specific outcome.
<input type="checkbox"/>	Almost meets expectations	The student is making progress toward but has not yet achieved proficiency in the specific outcome.
<input type="checkbox"/>	Does not meet expectations	The student has not demonstrated competency in the specific outcome.
<input type="checkbox"/>	N/A	Not applicable.

Note: eLumen includes an “N/A” category. This cannot be deleted.
 -The remainder of the discussion was geared towards eLumen and its customizability.

8. Upcoming Items

- 8.1 Review prior goals and discuss Assessment Committee goals for 2019-20.
- 8.2 Discuss eLumen training for campus community.
- 8.3 Discuss October flex event and possible topics.

9. Adjournment

The meeting was adjourned at 1:00 pm.

ALL MEETINGS WILL BE HELD FROM 11:30 AM-1:00 PM IN ROOM 900 UNLESS OTHERWISE NOTED

- August 30, 2019
- September 13, 2019
- September 27, 2019
- October 11, 2019
- October 25, 2019
- November 8, 2019
- November 22, 2019
- December 6, 2019