



Assessment Committee

Approved Minutes

August 30, 2019

Room 902 Conference Room

11:30 am – 1:00 pm

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| <p>1. Call to order</p> | <p>Assessment Committee Coordinator Andrew Wesley called the meeting to order.</p> |
| <p>2. Roll Call</p> | <p>Andrew Wesley (Committee Chair), Amy Obegi (School of Behavioral Science, Faculty), Darla Williams (School of Health Science, Faculty), Karen Cook (School of Applied Technology and Business, Faculty), Peter “Tony” Zitko (School of Behavioral Science, PT Faculty Representative), and Ferdinanda Florence (Program Review Representative).</p> <p>Absent: Kimberly Coulter (Counseling, Faculty), Rachel Smith (Liberal Arts, Faculty), Will Martinelli (School of Math and Science, Faculty), Dean Shirley Lewis (Vallejo Center), and Erin Duane (Curriculum Representative).</p> |
| <p>3. Agenda approval</p> | <p>Amy Obegi motioned to approve the agenda of August 30, 2019 as presented. It was seconded by Ferdinanda Florence. The motion was approved unanimously.</p> |
| <p>4. Approval of Minutes</p> | <p>Ferdinanda Florence motioned to approve the minutes of August 16, 2019 as presented. It was seconded by Amy Darla Williams. The motion was approved unanimously.</p> |
| <p>5. Comments from the Public</p> | <p>There were no comments from the public. <i>Three minutes are allotted per person. Please note that we are unable to address any and all comments in terms of action at this time. If necessary, we will include your concerns on the agenda at a later meeting.</i></p> |
| <p>6. Assessment Coordinator Update</p> <p>6.1 eLumen follow-up questions from previous meeting</p> <p>6.2 eLumen implementation and training.</p> | <p>A. Wesley. Discussed the current state of eLumen and answered questions from the previous meeting.</p> |
| <p>7. Discussion/Information/ Action Items</p> <p>7.1 eLumen default protocols and settings cont. “Assessment Types”</p> <p>7.2 Discuss Assessment Committee goals for 2019-20.</p> | <p>Much of the discussion revolved around eLumen’s “Assessment Types” and the purpose/definition of them. Ultimately there were more questions than answers. Chair A. Wesley followed up the inquiry with a lengthy email posting the following week.</p> <p>Briefly discussed goals and the calendar for the Assessment Committee moving forward: (a) training manual for eLumen – a top down approach. Committee and deans first then faculty perhaps beginning as early as spring 2020, (b) pilot</p> |

assessments to be performed by the committee itself or a voluntary department, (c) adding assessments/rubrics to eLumen, (d) Timeline going forward in terms of eLumen implementation, (e)“figure out” eLumen, (f) create a feasible timeline for eLumen implementation in regards to assessments all the while keeping a close eye on the ever approaching accreditation. May 2020 and even Dec 2020 were floated as earliest dates for a system-wide assessment implementation, and (g) achieve 100% assessment submission.

7.3 Discuss the addition of coordinator roles in eLumen

Discussed the addition of coordinators in a sub role to eLumen.

8. Upcoming Items

8.1 Discuss eLumen training for campus community.

8.2 Discuss October flex event and possible topics.

9. Adjournment

Ferdinanda Florence motioned to adjourn the meeting. It was seconded by Karen Cook. The meeting adjourned.

ALL MEETINGS WILL BE HELD FROM 11:30 AM-1:00 PM IN ROOM 902 UNLESS OTHERWISE NOTED

September 13, 2019

September 27, 2019

October 11, 2019

October 25, 2019

November 8, 2019

November 22, 2019

December 6, 2019