Minutes

Committee Name: Outcomes Assessment Committee
Date: April 6, 2021
Time: 9:00a.m.-11:00a.m.
Location: Zoom only
https://cccconfer.zoom.us/j/99728042486?pwd=M3ZqNkhLeGN4SmJMaTBTbVFxSWd5Zz09
Password: **086639**; Meeting ID: 997 2804 2486; +1 669 900 6833 (US Toll)
Members: Vivian Baker, Pamela Campbell, Lucila Gonzalez-Cirre, Jan Moline, Jaclyn Kessler, Corey Marvin, Dawn Ward, Tyrone Ledford, Melanie Jeffrey, John Elder (IR).

Call to Order 9:05

1. **Approval of Agenda**

    1.1 **Out of Order, (5 first in case Jaclyn needs to leave)**

2. **Approval of February minutes (J. Moline) and Action Items**

3. **eLumen - Dawn**

    3.1 Update/problems - data pulling and some SLOs disappeared from SLO & assessment pages.
      3.1.1   Still missing data (Vivian ran report last week and data was still missing; will run again today, as we meet, to see if corrected and it was still showing blank)
      3.1.2   eLumen has been actively working on the data missing issue in Reports for over a month-still working on it
      3.1.3   This will be a bigger issue as PRs continue to pull reports from eLumen to include OA for multiple classes across multiple programs
    3.2 Alternatives – Canvas Outcomes and Learning Mastery – CHDV agree to test in the Fall. Will check if anyone else wants to do a test run.
      3.2.1   COUN using it now, CHDV in the Fall
      3.2.2   With or without continued use of eLumen, added use of Canvas O&LM will enrich our assessment process (may serve as an excellent back up or alternate based on issues in eLumen)
      3.2.3   Asked if required Instructor needed to input
         3.2.3.1 Yes, the outcomes and rubrics need to be loaded into Canvas
         3.2.3.2 They remain in folders for future use each time class is done in Canvas
         3.2.3.3 Folders must be found but are fairly intuitive
      3.2.4   Data can be pulled back into eLumen from Canvas
      3.2.5   Canvas allows instructors/faculty chairs to build from Program (folder) to individual courses (folders) to outcomes, to assessment rubrics as assignment/assessment is done within the class the rubric generates the data and it is stored in Canvas.
      3.2.6   IR is still finding HTML in the data, the data in Canvas is a combination of old Curricunet (where it was not lost, Business all data lost). Data in Canvas is

currently pulling data directly from "in Canvas" assessment for those instructors/programs that have gone through process to connect and do Canvas Outcomes assessment (maybe a dozen currently using Canvas for assessment).

4. **Review of AUP themes – Dawn/Committee**

   4.1 Review of themes and trends

   4.1.1   All of IT classes are being updated/revised/CIC changes

   4.1.2   AUPs predominately indicated Need to Improve Customer Service (CS)

   4.1.2.1 Data currently limited or not met due to COVID and measures taken/implemented for AUP outcomes assessment were based on F2F CS.

   4.1.2.2 M&O still using School Dude, but with lack of employees on campus interactions have dropped to almost 0

   4.1.3   Almost universally, the Number of Outcomes Assessed was NOT indicated, though a few (very small #) noted a number (1 or 2) that were not assessed

   4.1.4   IEC liked proposed list and requested info (check recording for more)

   4.1.5   Interconnection between Schedule, PR, OAC for classes offered

   4.1.5.1 Where is info, when class is assessed, which classes are assessed when

   4.1.6   Big Take Away-IR assisting with data, AUPs may still contain random info not related to OA, programs still have missing OAC info

   4.1.6.1 Deans may need to have prompts/info from OAC so they can assist programs in writing the AUP.

   4.1.6.2 AUP process. Is there a way to kick back AUPs when OAC is NOT done/missing key components/errors in OAC concept

   4.1.6.2.1   May be better to have Dean's "assist" pre-writing the OAC. Ideally both Deans need to be on OAC & PR committees, so they know what is needed/required/desired

5. **Program Review - Jaclyn**

   5.1 Final Feedback on the new outline for PR documents. Focus on outcomes portion.

   5.1.1   Collecting feedback regarding the outcomes portion following the AUP review

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5.1.1.1 AUP reviews are typically under 2 or 5-year review cycle. Vivian asked if there was a prompt related to changes that might happen out of cycle (pilot or changes that occurred outside of the 2/5-year plan), particularly specific assessment changes that might not be considered a major program change

5.1.1.2 Success and retention and OA, Equity Disparities and OA, a narrative to get department discussions to use Assessment Data in analyzing the programs' success/retention and equity disparity

5.1.1.3 Jaclyn indicated Program Summary asks for themes, a good place for trends, comparison of (above).

5.1.1.4 ILOS included in Part 2: Outcomes under Institutional and General Education Learning Outcomes

5.2 Working with PR Chair for workshops next year on Outcomes and pulling data.

5.2.1 Getting close to "guinea pig" it! Still working on a few spots, Outcomes seem to be the biggest area where discussion is still occurring.

5.2.2 How will this be rolled out? Year of transition (program can decide to stick with the old if they have already started, or switch) Jaclyn will encourage everyone to use the new PR template and provide feedback. PR committee will of course be providing assistance and tweaking as needed based on real time pinch points or problems as they arise in use.

6. Future meetings

6.1 Do we want to meet the May? Keep on the schedule?

6.1.1 Will keep penciled in and Dawn will check back

6.2 Next year meetings. Remain first Tuesdays and 9:00a.m. Next semester <u>first meeting 9/7/21.</u>

6.2.1 09/07/21 and will go with First Tuesday of the Month as OAC schedule

6.3 Membership and SLO/OAC Handbook

6.3.1 On Academic Senate Agenda (April) for Information/Discussion

7. Review of Action Items

- Corey – Presidential cabinet input (admin program reviews, assistance)

- Corey – check with Heather and Lisa about training for AOUs work with for meeting with Ryan and Dawn – Are we still doing this?

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8. **Future Agenda Items:** eLumen process/training, SLOs, Program Reviews

9. **Future Meeting Dates**: ~~October 6~~, ~~November 3, December 1~~, ~~February 2~~, ~~March 2~~, April 6, and May 4.

10. **Adjournment**

Meeting Chair: Dawn Ward
Recorder: Jan Moline