Agenda

Committee Name: Outcomes Assessment Committee
Date: February 4, 2020
Time: 9:00a.m.-11:00a.m.
Location: MB 235 video and zoom https://cccconfer.zoom.us/j/6593580366; +1 669 900 6833 (US Toll) or +1 646 876 9923 (US Toll) Meeting ID: 659 358 0366
Members: Vivian Baker, Christine Small, Lucila Gonzalez-Cirre, Jan Moline, Jaclyn Kessler, Christian Winston (student rep), Corey Marvin, Dawn Ward, Suzie Ama, Melanie Jeffrey, Kristie Nichols, John Elder (IR).
Attendees: Vivian Baker, Christine Small, Lucila Gonzalez-Cirre, Jan Moline, Jaclyn Kessler, Christian Winston (student rep), Corey Marvin, Dawn Ward, Suzie Ama, Melanie Jeffrey, Kristie Nichols, John Elder (IR).
Not in attendance: Christine Small, Christian Winston (student rep), Corey Marvin, Melanie Jeffrey, Kristie Nichols.

Call to Order

1. **Approval of Agenda**

2. **Approval of November 5, 2019 Minutes and Action Items -** approved

3. **eLumen**

    4.1 Update – Dawn
    - Problems with PLO mapping and trying to pull PLO and SLO data for program reviews continues to be an issue. Working with eLumen for solutions.
    - Keep Canvas and eLumen as a class by class basis by request from professors to link the two for assessments. Still glitches and there is some confusion once import older course for new session with outcomes still there, need to understand process for removing.

4. **SLO Review for Program Review**

    4.1 Item 1: English, Human Resources, and Honors

    4.2 Problems with gathering SLO data and SLO assessment from full-time and adjunct faculty – Suzie and Dawn

    - Contract wise = Institutional Research and possibly a performance evaluation issue if not completing the SLOs for the courses. Writers could also explain it as a gap that needs to be address in the PR.

    - We are "informing our teaching for student success" when we are assessing our courses.

    4.3 Review of what we need to do as members of committee when reviewing PRs.

- Possibly add section or language to PR regarding the connection between success/retention with SLO/PLO data.

- Methodology for reflections for somewhat met versus met.

- Possible update prompts on section 4 to help PR writers.

4.4 Anticipate upcoming PRs? Remember to check and provide rubrics

5. Program Review PLO joint training (Dawn, Corey, Suzie)

6.1 Report on training in November - Dawn, Suzie, Corey

- Training appeared to go well, almost everyone in attendance

- Check in periodically with attendees to see if need help with anything

- Check list for assessments to see where assessments are and what needs to be scheduled.

6. Lunch n' learns on assessment

7.1 Who wants to help? We need to do some more.

- Earlier meeting with chairs and hold by department

- Train the trainers – help faculty with assessments so they can help each other in their department

- Training on performance descriptors for planning

- Different throughout semester – how to log in; demos for using; lunch n learn later for data input

- Linking Canvas and eLumen for assessments

- Provide food; set specific dates; hold at flex

7.2 Report on training for entering data in eLumen held last week before finals.

- Lunch n' Learn on entering assessment data in eLumen was held the week before finals. Three faculty attended.

7. AUP's

8.1 Review of process for new members and division of teams and assignments.

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- Discussion and explanation of processes for review of AUP; only looking at specific assessment data to see if prior addressed and what is coming; compare with 2018 review to see if completed.

- Review of groups/pairs for review; meet and decide how to review together

- Review again prompt language to see if information provided is what was sought.

8.2 Review of Gaps and Themes

8.3 You can find it under Employee in InsideCC or go to http://10.2.30.6/planning/

8. **Secretary –** note taker?

- Jan Moline volunteered to help take notes

9. **Review of Action Items**

- Corey – Presidential cabinet input

- Corey – check with Heather and Lisa about training for AOUs work with for meeting with Ryan and Dawn

10. **Future Agenda Items:** eLumen process/training, SLOs, AUPs

11. **Future Meeting Dates**: February 4, March 3, April 7, and May 5

12. **Adjournment**

Meeting Chair: Dawn Ward
Recorder: Dawn Ward