

Assessment Committee

Meeting Minutes

Nov. 12, 2019

8am-9am in LA 117

Members Present: Tim Smith, Martha Martinez, Elaine Groggett, Julissa Fitts, Monica Ketchum, Sarah Snyder, Miguel Sanchez, Angel Luna

Members Absent: Scott Donnelly (sabbatical), Eva Aviles, Nicole Acosta, Shara Skinner, Luis Vizcarra, Vanessa Weaver, Robert Killin, Jacqueline Quinonez

Today's Meeting

- Approval of minutes from the Oct. 8th meeting
 - Specific Assessment Topics for Workshops debrief- though there was a low attendance, the workshops were informative and appeared to be well received by the participants. The rubric workshop was recorded by TV Services. The link to the recording will be posted on the Assessment webpage, under the resources tab, once it is finalized.
 - Purpose of Assessment-Sarah and Martha cancelled
 - Measures - Monica and Martha will present, Nov. 5th, 3:15pm – 4:30 SC 212
 - Two attendees, one faculty, one director
 - Rubrics - Monica and Angel presented, Nov. 7th, 12:30 – 1:30pm SC 206
 - Four faculty attendees
 - Continue Planning “Reshaping Assessment” for Spring semester start-up- Julissa will work with College Publications on the redesign of the assessment day poster and printing of the posters. Chair will contact the VPLS for funds to provide refreshments.
 - Objective: to analyze artifacts of assessments done during the fall semester, arrive at conclusions and plans to complete fall's assessment.
 - 8:00am-8:05am: Welcome by Dr. Corr
 - 8:05am-9am: How do we analyze our data? A quick lesson in basic statistics. Chair will send a formal email invite to Rita Brown, asking her to conduct stats lesson.
 - 9am-11:30am Analyze data–by division or individually in the following spaces. Copies of the rubrics (course, program, and admin department) will be placed on tables in conference center before meeting starts. Copies of Tk20 instructions will be placed in labs.
 - ART- BA 118
 - BCIS- BA 119
 - CATD- SC 118
 - COMM- LR 46
 - LANG- SC 210
 - MATH- AS 114
 - NUR- LR 47
 - PWE SC 212
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- SCID- AS 103
 - SOSC- BA 101
 - Administrative Departments- SC 117
 - Assessment Office- SC 119 (will work with individuals who have never used TK20 or need additional help navigating and entering information)
- 11:30am-12pm Sharing time- volunteers will share a brief summary of findings and next steps (closing the loop)
- 12pm- adjourn (computer labs reserved until 1pm for participants who need/want more time)
- Discuss focus for this AY 2019-2020 Assessment Success
 - Report of started assessments and the specific areas at AWC.
 - Course plans started: 59
 - Program plans started: 1
 - Departments started: 7
 - Update on Program Reviews and deadlines- Due April 15th, 2020
 - Academic Programs- 22 due this cycle
 - Non-Academic Programs- 8 due this cycle
- Discuss new direction of measuring assessment success at AWC- Postponed to a future meeting
 - Focus will be on AY 2020-2021 - The Assessment Committee needs to begin working on a 5-year plan.
 - Analysis of top enrolled courses and lowest success courses

To-do for next meeting

- Finalize planning for Spring Reshaping Assessment half-day

Good of the Order

- Elaine distributed the grade distribution report of the top 26 enrolled courses received from IERG

Next meeting

- Dec. 10th??? Finals Week- Propose another day and time?? - Committee members will update calendars for final exam week so Chair can find a suitable day/time for the planning meeting
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