

Kennedy-King College of Chicago
Assessment Liaison Committee Meeting
Meeting Agenda Minutes

April 25, 2018
3:00pm – 4:00pm

Type of Meeting: Liaison Spring 2018 Semester Closeout and Wrap-up

Meeting Facilitator: Naima Dawson, Assessment Chair

Invitees: Arika Anderson, Cindy Carlson, Stephanie Owen, Yolanda Simmons, Gene Smith, Jennifer Lewis-Thompson

In Attendance: Arika Anderson, Cindy Carlson, Yolanda Simmons, Jennifer Lewis-Thompson

I. Call to order 3:20PM

II. New Business – Writing the Narrative Report for End of Semester

- a) Understanding how to navigate the narrative for the Assessment Mapping Activity.
 - 1. Naima Dawson, Assessment Chair went through how to fill in the end of the semester mapping activity from start to finish.
 - 2. The committee discussed the importance of the assignment activity on campus.
 - 3. There seemingly is a need to address with faculty the importance of ongoing assessment as it pertains to student learning and HLC requirement
- b) Collection efforts were met with heavy opposition
 - 1. A few liaisons were met with heavy opposition, in one case there was an adjunct threatening to discuss with union rep (apparently they feel because they are not paid to do this “extra work” that they do not have to complete it, nor should they feel required to complete any assessment project, such as the mapping activity
 - 2. Others were met with opposition of faculty simply not seeing the benefit of the mapping activity

3. Naima Dawson addressed HLC's focused and the mandate for institutions to show evidence of learning (I used direct presentations from this year's HLC conference to demonstrate with is required of Criterion 4)

III. Changing the Culture of Assessment at KKC

- a) Naima Dawson discussed how the liaisons will use the mapping activity as an opportunity to encourage a collaborative professional learning community within departments
- b) Greater professional development is needed that explains assessment and aligning assignment to outcomes for all faculty (FDW) (possible ongoing Mandatory all campus training that happens once a semester after FDW)
- c) The Assessment Chair discussed how each liaison is charged with the following next steps:
 1. Use mapping activity to facilitate conversations about instructional approach in the classroom as a department
 2. Use mapping activity as a foundation towards create a common language and understanding in assessment as a tool to understand how students learn at KKC
 3. Use mapping activity to begin the process of crafting the common assessment

IV. Deadline

a) Narrative to Mapping Activity is due May 2, 2018 with a hard deadline of May 4, 2018 email all narrative to Naima Dawson and CC Administration

b) Closeout mapping activity for the semester with the submission of the report make sure all maps are uploaded.

V. Liaison Training

1. The Chair will have to allocate training for liaisons on how to steer departments in creating the common assessment –Naima Dawson will conduct a PD with liaisons at the start of the FALL on how to facilitate a conversation around developing a common assessment

VI. Adjournment