

Meeting 01 – Day, 09/12/19 | 1PM-2:30PM | Y-150

Members in Attendance:

Cindy Carlson	Ashleigh Ballard	Amelia Zimet
Zalika Landrum	Clifford Wilson	Christine Basco
Domen Yisra’el	John Reid	Jessica Carroll
Stephanie Owen	Enid Wells	Jennifer Thompson-Watson
Serge Kuznetzov	Michael Johns	

Others in Attendance:

Adam Carey
 Sangita Deb

Susan Buckner
 O. Akinbote

Perpetua Ruiz

Introductions

Review of structural changes:

- New meeting schedule. Next Assessment Town Hall in November 26th
 - Academic Subcommittee Meetings The 1st and 3rd Tuesday (2:30-4 PM) & Wednesday () of each month
 - Co-curricular Subcommittee Meetings the 2nd and 4th Thursday of each month (11-12)
- Review of organizational chart.

Co-Curricular updates: Dean Landrum

- Explained the 5 organizational units within the co-curricular departments
- Bi-weekly meetings began this semester.
- Plan:
 - In the process of evaluating existing missions and Co-SLOs
 - A mission statement rubric is in development
 - Some departments are creating mission statements
 - Revising the student satisfaction survey to be given electronically to all students.
 - Will redesign the graduate survey to capture goals and plans of graduating students (among other things)
 - We are registered to give the CCSSEE survey in spring and have opted into adding 15 additional questions
 - Spring goal is to have each Co-Curricular department develop an assessment instrument for 1 Co-SLO
 - Dr. Nichols will be giving a workshop in Nov. on constructing assessment instruments.
 - Thursday will be a workshop through DePaul (webinar) on writing Co-SLOs

Academic Updates

Common Assessments

- Last year, disciplines identified an SLO of concern and created a common assessment for that.
- This year disciplines that deployed their common assessment should be developing modifications based on the results.
- There are 45 disciplines. 4 on hold (3 have no courses this semester, English is working on a district level)
 - 46% of disciplines have submitted their goal sheets for this year. Liaisons are working on collections.

- Next step is to review collected data and determine how best to provide support to disciplines.
- Liaison goal: be available to department contact people – liaisons should hold at least 1 office hour a week dedicated to assessment.
- Remember, liaisons are not limited to supporting their own discipline

HLC Preparation

- Dr. Nichols is coming to help the academic subcommittee prepare for the site visit: October 1st 2:30-4. All co-curricular liaisons are invited.
- All assessment committee members should familiarize themselves with Criterion 4 in the assurance argument and the Assessment Strategic plan.
- All assessment committee members are welcome to attend the criterion 4 meeting on Thursday from 1-2:30
- Question: should disciplines with only 1 professor and 1 course still submit a goal sheet.
 - Yes
- All disciplines will need to submit a data report.

General Education SLO Assessment

- Goal is to develop a rubric for assessing Communication G-SLO
- 1 English and 1 Speech prof. are working with the liaisons on this.
- October is dedicated to researching rubric, Nov for testing and validation, Nov/Dec to developing support resources, and Dec to plan implementation.
- Reviewing of G-SLOs
 - Suggestion: Civic Engagement. But it's not required within the curriculum. Would we require it?
 - Suggestion: Information Literacy
 - Suggestion: Vocational skills. Discussion decided that this was too specific as the goals need to apply to every student.

Exchange

- There are monthly sessions in the exchange. Please share ideas for topics with Dr. Carlson

Action Items/Next Steps

ACTION ITEM	WHO'S RESPONSIBLE?	DUE DATE

- **NEXT MEETING = Tuesday, 11/26/19, 2-3:30 PM W-100**