



Assessment Committee Harry S Truman College

Chair – Jen Asimow

Vice-Chair – Maeve Massini

Secretary/Archivist - Madi Johnson

Minutes for October 26, 2023

In attendance: Jen Asimow, Madi Johnson, Katie Ediger, Brandon Bumstead, Farzana Najam, Leah Page, Edwin Whitfield, Andrew Kerr, Rahm Almarza, Maeve Masini, Ana King, Ritch Keitel

Guests: Neelofer Kanji (Jen's intern from UIC—observing) and Lauren Daley (Truman Access Center)

Apologies:

Absent:

1) Call to order at 2:02 PM

2) Approval of Minutes from October 12, 2023. Katie motioned to approve. Andrew seconded. Motion approved.

3) Lauren Daley, Director of the Access Center

-Discuss what we are doing, in terms of accessibility and assessment

-Lauren to discuss the ways in which the Access Center is working on accessibility in assessment

- To date, the access center hasn't had much impact on accessibility in assessment.
- Usually when we think about accessibility, we think about students that are blind or have low vision. Is the assessment compatible with a screen reader?
- Another thing to think about is whether this assessment is accessible for students with learning differences?
- The Assessment Committee already used the reading calculator to identify the level of reading the questions each were.
- It's always better to offer a paper version for some students. This can be offered in the Access Center.

- Students could come to the Access Center to take the assessment. (students need documentation in order to receive an accommodation)
- Lauren could look to see if JAWS would work with Qualtrics. Katie thinks that Qualtrics does, but we still need to look into it. The graphs will rely on the text descriptions created. Lauren will also review these.
- Qualtrics is currently set to not allow students to go back. Jen will be editing this feature.

-Questions for Lauren

- Read her part of the checklist that we are working on for instructors. Part of which has reminders about accessibility.
- Closed caption—the Access Center can create closed captions for all videos (universal design for all learners)
- An accessibility committee has been formed from a district-wide plan. It is currently on hold. We are also awaiting the district approval of neurodiversity coordinator.
- Lauren is willing to create a professional development opportunity for faculty to get support with making their Brightspace page accessible.
- OER accessibility

4) Department/Unit Level Assessment Updates/Report

5) General Education Updates/Report - [Letter to Faculty and Students](#)

- Brandon is working on the report for the oral and written communication study. Graphs are being generated and then we are getting ready to launch the inquiry and analysis assessment.
- Jen will send the letter to the committee for approval. Please provide feedback by 11/2 so that we can vote and approve at the beginning of our next meeting.

6) Sub-Committee Work Sub-Committee Work---No time for this due to our meeting with Lauren going longer than planned.

1. [Sub-Committee 1 – Closing the Loop](#) - Andrew, Brandon, and Ana
2. [Sub-Committee 2 – Department/Unit-Level Assessment](#) - Maeve, John, Leah
3. [Sub-Committee 3 – Critical Thinking](#) - Madi, Katie
4. [Sub-Committee 4 – Major Documents](#) - Jen, Ritch

7) A.O.B.

Meeting adjourned 2:55 PM