



# MINUTES

## Assessment Committee Meeting

Room M218

05/11/2016

**I. Present:**

Kelsey Williams, Bryce Battisti, Blake Ingram, Bill Swarens, Josh Baker, Dave Alldredge, Katie Lorz, Mike Wood, Theresa Borchardt, William Knox

**II. Call to Order**

The meeting was called to order at 11:20 by Bryce Battisti.

**III. Approval of Minutes**

Dave Alldredge made a motion to approve the April 20, 2016. Mike Wood seconded the motion and all were in favor. The vote was unanimous.

**IV. Curriculum and Assessment Committee Joint Retreat**

Bryce Battisti met with Vice President Al Griswold two months ago; Al Griswold would like to have a joint retreat with the curriculum and assessment committees. The committees can work together on processes and learn where certain pieces go into the system. Maura Armstrong is working on securing an off campus venue. The retreat will be one work day and it is open for everyone on both committees to attend.

**V. College Council Report**

Blake Ingram attended the third meeting for the College Council half-day retreat focusing on NW accreditation. The College Council will be acting as an overarching committee with 19 other committees providing it information. The first priority is getting the college prepared for the mid-cycle review October 24<sup>th</sup> and 25<sup>th</sup>. Teresa Borchardt is on the College Council and will be the Assessment Committee liaison.

Blake Ingram provided a brief report on the Assessment, Teaching and Learning (SBCTC ATL) Conference which took place in Vancouver, WA May 3 – 5. Mary Ann Keith received the Anna Sue McNeill Assessment Teaching and Learning Award. Mary Ann Keith also hosted one of the breakout sessions which was a great learning opportunity.

Blake Ingram also reported on student learning objective tool developed by Highline. It is focused on assessing learning and how improvements will be made to meet student learning, etc. Highline has gotten to the point of implementing the project and most faculty are assessing course level learning quarterly. Reporting on course level assessment started eight years ago. Highline hosted a training in-service day for faculty; department chairs were strongly urging faculty to use the tool. Josh Baker provided that the project originally started with course level learning and it was switched to program level. The possibility of having a similar pilot project at Bates was discussed at the College Council. Jon Bolas spoke with Pat Taylor who explained that Highline has a specific background system that makes the tool work; Bates does not have this system.

#### **VI. Curriculum Committee forms update**

Bryce Battisti revised the assessment form based on feedback from members. The form may be more useful if faculty could fill out a plan for assessing in fall, and then report on their assessment of student learning outcomes in the spring. Mike Wood has been providing some support for Jon Bolas's upcoming benchmark survey of faculty perspectives of assessment. Mike Wood also suggested the survey instrument could be on a clip board and faculty could be approached in person. An email may not generate as many responses.

Dave Alldredge requested clarifications regarding what is being assessed. If programs have 60 to 100 course level outcomes and 20 classes, it will be too much to report on. When students are getting a degree in a program, the course level artifacts are how faculty measure and report how well the student has achieved program level outcomes. Josh Baker stated the assessment committee should clarify what faculty should be assessing. The NWCCU would like to see more program level outcomes assessed. Theresa Borchardt said the national standard requires 3 to 5 course objectives. Assignments are then created based on the learning objectives. Blake Ingram explained we are assessing one college wide outcome per year, vs. assessing all three annually. Katie Lorz said this is the beginning phase to start assessing at all pertinent levels. Eventually Bates could be assessing three courses quarterly. Josh Baker stated the purpose of course learning objectives is to design the course.

#### **VII. Google Form Update and Assignments**

Kelsey Williams and Aimee Sidhu have been working to help with the checklists and forms for curriculum changes. At the joint retreat the Assessment and Curriculum Committees will be making sure document and processes are in alignment with each other.

#### **VIII. Next Meeting**

The next Assessment Committee meeting will be June 8, 2016 at 11:15 am.

#### **IX. Adjournment**

The Meeting was adjourned by Bryce Battisti at 12:09pm.