



# MINUTES

## Assessment Committee Meeting

Instruction Conference Room M323L

3/8/17

**Attendees:** Katie Lorz, Teresa Borchardt, Mike Wood, Kristina Merriman, Shawn Adams, Marci Leong, Blake Ingram, Brian Parker, Bryce Battisti, Kelsey Williams, Jon Bolas, Lynn Neal

### **I. Call to Order**

The meeting was called to order at 11:02 am.

### **II. Approval of minutes**

Lynn Neal moved to approve the minutes as sent. Mike seconded the motion. All were in favor with no opposed and one abstention from Brian Parker.

### **III. Report of the ATL Winter Retreat**

SBTCC runs an organization called Assessment Teaching and Learning. They run a conference once a year and a retreat twice a year around the state. The retreats include 30 or 40 people from around the state that have been setting up Teaching and Learning centers on campus. Bryce Battisti asked to go to the retreat this year and Al Griswold signed up five people to go: Blake Ingram, Jon Bolas, Bryce Battisti, Teresa Borchardt, and David Paynter.

At the last retreat, Bryce Battisti learned how teaching and learning centers have been set up at other colleges and submitted a budget request for a center at Bates. Blake Ingram stated there was a discussion on human diversity that ended up in a decision to take a look at and target human diversity for the fall retreat.

If anyone would like Jon Bolas and Bryce Battisti to present on anything specifically in their panel discussion at the ATL Annual Conference May 3-5 in Spokane, please email them.

#### **IV. Plans for March 17<sup>th</sup> PDD Assessment presentation/workshop**

There will be a presentation on Assessment for Professional Development Day on March 17<sup>th</sup>. The presenters would like input from other faculty; especially those who have career training programs. Lynn Neal suggested a FAQ and a more interactive workshop with fewer PowerPoint presentations. Blake Ingram suggested communicating feedback from NW Accreditation; they highlighted items three, seven, and eight which have much to do with assessment.

Jon Bolas further discussed these items. In 2018 Bates will submit an ad hoc report showing how we have inputted our plan (the Assessment Committee will make sure this happens). Jon Bolas will work with the College Council to make sure we have fulfilled this plan, how Bates is measuring fulfillment, benchmarking goals, and how we will quantify that. Bates is not far from connecting ORCs to the SMS system; other campuses who did not use SLO's and mapping have application tools for this.

#### **V. Plans for half day Assessment Committee retreat**

At the last half day retreat, we tried to look at assessment outcomes. A "train the trainers" type of workshop may be a good idea for the next retreat. The Assessment Committee has class coverage approval from Al Griswold for this event.

#### **VI. Questions for NWCCU accreditors and kudos from business programs accreditors**

Ten faculty will be sent to the NWCCU Accreditation open forum for accreditation questions. If anyone has specific questions they would like to be presented at this forum, send them to Bryce Battisti or Jon Bolas. Jon reported that the Business Program accreditors were impressed with our student learning outcomes assessment plan and ORC workbook for aligning outcomes.

Downtown Campus | 1101 S. Yakima Ave., Tacoma, WA 98405 | 253.680.7000

Mohler Campus | 2320 S. 19 St., Tacoma, WA 98405 | 253.680.7700

South Campus | 2201 S. 78 St., Tacoma, WA 98409 | 253.680.7400

Bates Technical College is an equal opportunity and non-discriminatory employer and educational institution.

## **VII. Assessment questions input for climate survey**

Jon Bolas emailed a draft climate survey questionnaire to the Assessment Committee last week and requested feedback, additional questions, etc. If we can get Assessment questions on the survey it could help the Assessment Committee with its work. The survey is anonymous and results will be shared. The deadline for input is by the end of today.

## **VIII. Work Session**

No minutes were recorded for this portion of the meeting.

## **IX. Adjourn**

The meeting was adjourned at 12:00pm after the working session.