



# MINUTES

## Assessment Committee Meeting

Instruction Conference Room M323L

11:00am to 12:00pm

4/12/2017

**Attendees:** Lynn Neal, Kris Merriman, Bryce Battisti, Mike Wood, Shawn Adams, Kelsey Williams, Teresa Borchardt, Bill Swarens

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

The meeting was called to order at 11:05 am.

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

Lynn Neal motion to approve the minutes as long as her name is added. Shawn Adams seconded the motion. All voted in favor with no opposed and no abstentions.

### **III. Feedback for Bryce & Jon's PDD Presentation**

Shawn reported hearing lots of grumbling from the back of the room about having to start a new assessment and curriculum process all over again. Jon and Bryce should have made a better connection between SLOs and what instructors spend their time doing from day to day with their students. The screen was small and some instructors couldn't see from the back. Some instructors thought the map was a "new process" rather than a layout of the current process we have for the time being. Any other suggestions or feedback can be emailed to Bryce.

#### **IV. Review SLO Infographic**

Teresa Borchardt presented a draft SLO Infographic. She will send out something more complete in the coming week.

#### **V. Finalize working for SLO Results Survey**

Bryce presented a draft SLO Results Survey. The Assessment Committee members gave specific feedback for each question type.

#### **VI. Strategize Administration of SLO Results Survey**

The survey will be sent directly to faculty who filled out the SLO Plan survey. Faculty will be given two weeks to complete the survey before Assessment Committee members follow-up with them. We will discuss the results in the May Assessment Committee meeting.

#### **VII. Plan Agenda for Assessment Committee Retreat on June 9, 8:00am – 12:00 pm at Central Campus**

The committee will spend the four hours reviewing successes and challenges from this year and plan for the next assessment cycles.

We'll want to plan for Bill Swarens taking over as committee chair in the fall of 2017 as well as how we want to roll out the next assessment cycle at the Fall Professional Development Day. The theme for the year will be Effective Communication. Blake also recommended we start planning for the following year since Human Diversity will be a challenging theme for many program faculty to assess. We decided to invite Sheila Lee to the retreat and Blake recommended we also ask Jen Whetham at SBCTC who we could invite from the system that could get us thinking about

how we're going to approach assessing Human Diversity SLOs on our campus.

## **VIII. Adjourn**

The meeting was adjourned at 12:00pm.

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