



Assessment Committee

Instruction Conference Room M323L

January 9<sup>th</sup>, 2018 11:00 – 12:00 PM

Attendee's		
Bill Swarens	Bryce Battisti	Jon Bolas
Lynn Neal	Mike Wood	Shawn Adams
Blake Ingram	Paula Grow	Anthony Howard
Andrea Samuels		

I. Call to Order

The Assessment Committee meeting was called to order by Bill Swarens at 11:05.

II. Approval of December 2017 Minutes

Bill motioned to approve minutes. Seven approve and one abstention.

III. "Industrial Manufacturing Technician," Apprenticeship New classes to be offered at Bates Technical College

Overview: Of the five courses offerings only one ties into Human Diversity the remaining outcomes are effective communication, critical thinking or list none. Is there a way to rewrite Program and Course level SLO's so that each address a SLO alignment and integrate Human Diversity.

Action: The goal is to have Math 201 available for Spring Quarter but also provide the necessary recommendations to address changes on the current MCO's for AJAC courses. Bryce and Teresa are to review and submit feedback on MT 201 MATH to Andrea Samuels. They will follow-up by submitting the revisions to the committee as to not delay the MATH portion of the AJAC program.

a. MT 101 Industrial Manufacturing Safety

- CSLO #1 Work in a Safe and Productive Manufacturing Workplace can relate to Human Diversity

- CSLO #3 Emergency Drill and Participate in Emergency Teams, could tie into Human Diversity
- b. MT 102 Industrial Manufacturing Basic
- c. MT 103 Industrial Production Processes
- Review hours between Theory/Lecture vs Lab hours
  - CSLO #1 Identify customer needs, SLO Effective Communication and could also tie into Human Diversity
- d. MT 104 Manufacturing Machine Maintenance
- Review hours between Theory/Lecture vs Lab hours
  - CSLO #3 There is no alignment
  - CSLO #7 There is no alignment
- e. MT 201 Math for Industrial Maintenance
- CSLO #6 is the only SLO that aligns with the Human Diversity outcome

IV. Mechanical Engineering Technology Master Course Outline for

Overview: MET 115 & MET 225 were completed in an outdated format. They are new courses and must be completed in the new format, with MCO's.

Action: Bill to send back to and have them rewritten under the updated standard.

- a. MET 115 introduction to 3D modeling
- b. MET 225 Advanced CAD Operations

V. Bryce evaluation of results from survey so far

Overview: The survey was emailed December 11<sup>th</sup>, 2017 to all teaching faculty approximately 100 participants and there have been 24 respondents all completed between December 11<sup>th</sup> – December 15<sup>th</sup>, 2017. A second email reminder to reply will be sent out to instructional staff.

Action: Bryce is to review previous surveying response rates and report back. Upon meeting with NW Accreditation, if the college has not met the requirement standards. NW Accreditation could place the college in probationary or warning status that would not reflect well on the Bates or institution staff.

VI. Graphic for website redesign

Overview: The Website is being redesigned with diagrams, a new color scheme and short descriptions. The website should be used as a resource to address questions regarding Assessment.

1. What does the Assessment Committee do?
2. How does the Assessment Committee process work?
3. How do I view my outcomes?

Action: Phyllis Esposito will address aligning syllabi and MCO's for implementing Human Diversity on the January 19<sup>th</sup>, 2018. During closing Bryce can introduce access to the website redesign.

VII. Generating Shell Account on Canvas for Assessment and curriculum committees

Overview: Assessment Committee to place a request for a shell account. The designated administrator can create invites, topics of discussion and updates for Assessment. Discuss topics prior to the Assessment Committee and place pins in ideas to address during meetings.

Action: Bill to work with Tim Trussler on establishing a shell canvas account.

VIII. Next meeting February 13<sup>th</sup>, 2018 11:00-12:00pm M323L.