

## **Assessment Coordinating Committee – Thursday, December 10<sup>th</sup> 9:00am-10:30am**

*This committee will oversee assessment plans for AS/BS/BAS/AA degrees and general education, steward a process that promotes college-wide and interdisciplinary collaboration, and coordinate each two-year cycle of learning outcomes creation and review, program learning outcomes assessment, and implementation of improvement strategies are achieved at the college. They will be responsible to Learning Council for ongoing, holistic assessment of the college's assessment process related to the two identified outcomes:*

- I. Stakeholders are engaged in a reflective process related to professional practice and student learning outcomes.*
- II. Pedagogical, curricular, and co-curricular changes are made in response to and alignment with assessment results.*

### ***Reflect and Plan***

Welcome (10 min) Focus on Equity-minded Assessment – [Website](#) about Equity-minded Assessment

FAQs for the website – Darren, Nichole, Ravi

This new website page includes general intro paragraphs, link to equity minded NILOA article, a frequently asked questions section and a flow chart. Important that embedding equity is in the foreground of the page. Faculty development links will be embedded to redirect faculty that want to engage in the equity-minded processes.

A replacement image will be added to the website instead of the list of learning outcomes assessment steps. This chart will show the cyclical nature of the assessment cycle while also displaying the different options.

Potential frequently asked questions submitted by ACC members:

- 1) Who should be a part of the Assessment Leadership Teams?
- 2) A question or questions that describe the connection between assessment plans and curriculum (more specifically Curriculum Committee).

Regarding the connections between the assessment plans and the CCC as well as timeline issues, Cheryl Robinson described helpful answers that may be included in the FAQ section:

“Any changes that are catalog facing/forward facing could possibly be pushed to March or later (outlines only), but the February date should be stressed. The problem is that sufficient changes to outlines could make changes to forward facing pieces of outline. Other problem with changing outlines so late is that it likely does not leave sufficient time to revise the course content and communicate the changes to the faculty.”

### ***Review of Work Underway***

Overview of Assessment Template Expectations (10min)

Expectation between ALT team submitting and amount of time to respond?

ALTs can embed google docs or other links that would be helpful to their faculty who are implementing the plan, but they should summarize in brief language for the ACC reviewers in the excel.

Each reviewer would individually review the ALT template and assign a “ready,” clarify,” and “hold” for each question.

**Ready, can't wait to see the results; equity is clear**

**Clarify, implement as you have planned though there are areas we do not have clarity or a focus on equity not yet clear**

**Hold, a requirement has not been met or more information needed in order to proceed**

Re-review of Assessment Templates (15min) – NSE re-review

The NSE template was shared with ACC for review especially “yellow and red” sections for feedback. An additional 10 programs submitting their assessment template for review in January (for spring implementation).

Review of CTE Assessment Template (45min) – Energy Management Controls

Together discuss results and reach commonality to share with the ALT.

If the ACC team decides to list “hold” for a section, they will reach out to the ALT to have through email or scheduling a meeting to ask questions, and include the other ACC reviewers, if possible.

The Energy Management Program is a new program, but still has an improvement plan they worked on in 2018-19 that they should include on the template. CTE programs should not answer the questions that are specifically for Gen Ed Learning Outcomes. Could create difficult implications for SACS reviewers as they would expect the full assessment of Gen Ed Outcomes alongside the CTE Outcomes. This is because other institutions have CTE assess Gen Ed Outcome as well.

In the future removing parts of the rubric to better clarify for those that fill out the templates during future cycles.

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***Looking to what's next***

Handbook for ACC – Subgroup to meet in January

Members are volunteering to assess future templates as they are completed. Scheduled now are review sessions on December 14, January 7 and 8. The volunteers include: Nardia, Edna, Lisa, Kristen, Darren, Chip, Edie, and Keri.

Equity-minded Assessment: Transparency in Assessment course for spring – Brief look at scope/modality

Next Meeting (10min) -- January 28<sup>th</sup>, **3pm-5pm**

Calendar Updates: Spring meetings, 4<sup>th</sup> Thursdays January 28<sup>th</sup>, February 25<sup>th</sup>, March 25<sup>th</sup>, April 22<sup>nd</sup>