



BERKELEY CITY COLLEGE
Planning for Institutional Effectiveness (PIE)
Meeting Minutes
March 19, 2015



PRESENT: Pieter de Haan, Heather Dodge, Jennifer Lowood, Sabrina Nelson, Alejandria Tomas, Gabe Winer

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. Call to Order	12:26 p.m.	
II. Approval of the February 19 and March 5, 2015 Meeting Minutes		The PIE Committee tabled the approval of the February 19 and March 05, 2015 meeting minutes.
III. Assessment Update: Website and Packet	The Assessment Packet that was given to the ACCJC Visiting Team was presented to the PIE Committee. These documents are also available on the Assessment Website.	
IV. ACCJC Recommendations	<p>The visiting team gave the following recommendations:</p> <ul style="list-style-type: none"> • Consistency of Information on COR and Syllabus • DE Assessment • Regular Review of Assessment Cycle <p>The following were discussed:</p> <ul style="list-style-type: none"> • We have to come up with a system of communicating SLO information and to check if that information is the same on the COR and syllabus. • We need to send SLO information to all Department Chairs, SLO Assessment Liaisons, and Deans. • It was not clear about what the recommendation was about DE—whether it was regarding student assessment (evaluation) or SLO Assessment. It was, however, heavily discussed during the last Department Chairs Council meeting. They recommended that BCC cease offering 100% online classes. We can offer 90%+, but not full 100% DE. This will further be discussed during the Curriculum Committee. If it is SLO assessment that they meant, the PIE Committee will be the proper forum to address the issue. The last recommendation was unclear. We have to wait until we receive the written report. 	
V. Assessment/TLC Newsletter: BCC Innovator	No discussion.	
VI. Action Plans for Communication and	<p>Action Plan for Critical Thinking ILO Assessment:</p> <ul style="list-style-type: none"> • The PIE Committee will look at the model assignments and rubric used for 	

Critical Thinking ILO Assessment Results	<p>the Critical Thinking assessment.</p> <ul style="list-style-type: none"> • FIG: How can critical thinking can be incorporated into our courses? • APPLE: Come up with a library of assignments. 	
VII. Self-Awareness and Interpersonal Skills/Teamwork Rubric	No discussion.	
VIII. Information Competency ILO Update	<p>The following were discussed:</p> <ul style="list-style-type: none"> • H. Dodge reported that 6 disciplines have responded to the survey she sent to the campus community regarding the Information Competency ILO. • Yesterday, a draft of the Information Competency rubric was reviewed to see how it will work for the courses participating. It was determined that the rubric will be difficult to apply on the Chemistry Course. It is also difficult to apply one category to various courses: access the needed information because not every instructor explicitly say “go to the library” or “this is where you could get the information.” It has been decided that the category will be kept in the rubric, but we put a note that it could be scored with a “N/A” • Several examples of assignments: <ul style="list-style-type: none"> ○ Business: Business plans and Case Studies ○ English: Essays ○ Biology: Lab Reports 	
IX. TLC	The College Symposium will be held on April 17, 2015.	
X. Other Items	No discussion.	
XI. Next Meeting Date	April 16, 2015	
XII. Adjournment	1:55 p.m.	

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