

BERKELEY CITY COLLEGE
Assessment Committee (formerly known as PIE Committee)
Meeting Minutes
December 3, 2019 12:20 -1:15 pm

Present: Jennie Braman, Fabian Banga, Nancy Cayton, Leonard Chung, Pieter de Haan, Kuni Hay, Charlotte Lee, Laura Ruberto, Dmitriy Zhiv (via Zoom)

Absent: Joshua Boatright, Iva Ikeda, Adán Olmedo, Phoumy Sayavong, Fatima Shah

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. Call to Order and Agenda Review	12:30 p.m.	
II. Minutes from 11/5/19	Approved	
III. Computational Skills/Quantitative Reasoning ILO (Fall 2019)	P. de Haan reported contacting faculty whose courses are mapped to this ILO (outside of the math department) to participate in the assessment this semester. He has received some affirmative and some declining. There was some discussion about how to apply the rubric to courses outside the math department.	P. de Haan will follow up with another reminder to faculty to participate in the assessment. He will also discuss with L. Chung about the use of the rubric in his courses.
IV. Preparing for Spring 2020 ILO Self-Awareness & Interpersonal Skills/Teamwork	The Spring 2020 ILO was discussed and the rubric previously used reviewed. It was agreed that the rubric is almost exclusively focused on teamwork and is missing any assessment of students analyzing their own actions and perspectives of others. In addition, the rubric contains items that would potentially be difficult for faculty to assess. The	<ul style="list-style-type: none"> •As a long term goal, the committee will set up a schedule and process for reviewing the ILOs. •For the present, the committee will revise the rubric but keep the focus on teamwork and create a second rubric that will focus on the analysis own actions and perspectives of others portion of the ILO (“self-awareness and interpersonal

Minutes taken by N. Cayton

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<i>IV. continued</i>	committee will consider whether to revise this ILO in the future; it may contain too many parts to be able to effectively assess all.	skills”). •Committee members will provide suggested edits to the teamwork rubric and suggested items for a rubric on self-awareness/interpersonal skills •In Spring 2020, instructors with courses mapped to this ILO will be able to choose which or both rubrics to use for their course, as applicable.
V. ISER Progress Updates on Standard 2A	K. Hay gave a summary of the status of work on Standard 2A of the ISER, which includes assessment. Evidence is being collected now. P. de Haan and N. Cayton are on the committee.	Evidence will be collected through the end of the semester. When the committee returns to work in the spring semester the information will be shared with them.
VI. Assessment of Liberal Arts AAs: (Arts & Cultural Studies/Behavioral and Social Sciences)	These degrees contain a large number of possible courses for students to take. In addition, the courses are in multiple disciplines and more than one department. The courses in the degrees can fulfill requirements for programs other than this degree. As a result, it can be complex to assess these programs and the assessment may not be foremost in department planning for assessment.	•N. Cayton and P. de Haan will look at the mapping of courses to this program in Curricunet to determine if the courses are correctly mapped. •After reviewing the course to program mapping, they will check how these will “roll up” through the Curricunet system to determine that we can rely on this method for assessment as the use of Curricunet for assessing programs is new.
VII. Article discussion on “Two underused best practices for improvement focused assessments”	Tabled due to lack of time.	
VIII. Upcoming Assessment Workshop in TLC	Tabled due to lack of time.	

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XI. Other/Announcements	None	
XII. Adjourn	1:32 pm	

Minutes taken by N. Cayton