**BERKELEY CITY COLLEGE**

**Assessment Committee**

**Meeting Minutes**

**November 3, 2020 12:30 -1:30 pm**

**Present:** Fabian Banga, Jennie Braman, Nancy Cayton, Leonard Chung, Heather Dodge, Pieter de Haan, Sepi Hosseini, Iva Ikeda, Fan-Ching Kuo, Charlotte Lee, Adán Olmedo, Fatima Shah

**Absent:** Jenny Gough, Kuni Hay, Phoumy Sayavong

Meeting took place via Zoom. Meeting ID: 629 464 98

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| I. Call to Order and Agenda Review | 12:32 p.m. |  |
| II. Minutes from 10/22/20 | Approved as corrected  9 yeas, 0 nays, 1 abstention |  |
| III. Data from Computational Skills/ Quantitative Reasoning ILO | Tabled. P de Haan needs more time to prepare the data. | Data will be ready for the 11/17 meeting |
| IV. Planning for Information Competency ILO | P. de Haan reported that this ILO was last assessed in 2015. A list of current active courses linked to this ILO were shown to the committee. This will be assessed in Spring 2021. | Discuss again at 11/17 with rubric |
| V. Confirm Standard Due Date to Enter Assessments into Curricunet | C. Lee, in follow up to a discussion at the last meeting, would like the committee to determine a consistent date for submission every term. This will help encourage a culture of assessment through | P. de Haan will announce this decision to the college |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| *V. Confirm Standard Due Date to Enter Assessments into Curricunet continued* | making the process more familiar and routine and planning easier and more efficient. Committee members approved using the date that grades are due. This date occurs while faculty are in grading mode and all faculty are aware of it.  F. Banga moved/F. Shah seconded  12 yea, 0 nay, 0 abstention |  |
| VI. SLO Assessment Status Update | P. de Haan stated that at the last status update the completion rate was 20%. Since that time, very few items have been submitted, so the current rate could not be more than 21% or 22%. |  |
| VII. Other/Announcements | N. Cayton announced the Friday SLO Talk series hosted by Jarek Janio of Santa Ana College. There is a different topic with guest speaker each meeting, typically every Friday morning at 10 am. She will forward announcements that she receives to committee members.  P. de Haan reminded Liaisons to sign up for one hour as host of assessment office hours to assist the BCC community with assessment questions. He will send an email again for sign up. |  |
| VI. Adjourn | 1:17 pm |  |