**BERKELEY CITY COLLEGE**

**Assessment Committee**

**Meeting Minutes**

**November 17, 2020 12:30 -1:30 pm**

**Present:** Fabán Banga, Jennie Braman, Nancy Cayton, Heather Dodge, Pieter de Haan, Sepi Hosseini, Iva Ikeda, Fan-Ching Kuo, Charlotte Lee

**Absent:** Leonard Chung, Jenny Gough, Kuni Hay, Adán Olmedo, Phoumy Sayavong, Fatima Shah

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 | 12:34 p.m. |  |
| II. Minutes from 11/3/20 | Approved  F. Banga moved/H. Dodge seconded  7 yeas, 0 nays, 1 abstention |  |
| III. Data from Computational Skills/ Quantitative Reasoning ILO | P. de Haan showed the rubric used for this ILO and the compiled data from all participating courses (includes math, science, and business). | P. de Haan will summarize the data on the spreadsheet into a short write up for participatory governance committees to review. |
| IV. Planning for Information Competency ILO | P. de Haan showed several rubrics in use by other schools that we could use. H. Dodge stated that we previously used the AAC&U VALUE rubric. From that experience noted it was very difficult to assess the “Access the Needed Information” skill because it was not possible to know how effective or well-designed student search strategies were simply from the completed assignment and this category was | H. Dodge recommends that the committee consider whether the bullet point descriptions that help define this ILO are clear enough to help faculty decide whether to map their course to it.  H. Dodge recommends revising the rubric to address newer thinking/approaches about information competency for future ILO |
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| *IV. Planning for Information Competency ILO continued* | removed from data collection for that reason. To assess it, some type of description from students of their process would be needed. Overall, the example rubrics were quite similar and all deemed acceptable, but it was noted that they did not reflect current approaches to this topic. The committee approved the use of University of New Orleans rubric. It was selected because the definitions of each score were clearest. (H. Dodge moved to approve/I. Ikeda seconded; 9 yea, 0 nay, 0 abstain)  H. Dodge also noted that when she reviewed the list of courses mapped to this ILO, there were a number that didn’t seem likely to require assignments that would require information competency, such as studio art and multimedia courses. It was hypothesized that this ILO may have been selected as a result of one of the bullet points with this ILO (“use technology effectively”). This phrase may be misleading and/or arts areas may have mapped courses to this ILO due to issues of intellectual property, proper attribution, manipulation of another person’s images, etc. | assessment  N. Cayton noted that for the upcoming assessment some information should be provided or screening done of assignments before trying to assess them so that only assignments that are a good match for this ILO are used. |
| V. SLO Assessment Status Update | P. de Haan showed a spreadsheet that lists the assessments entered into Curricunet by department. Completion rates have not changed significantly since the last status update.  F. Banga expressed concern that some courses will not be able to be assessed because they will not be | P. de Haan shared the document in the chat box and will send it out to committee members via email.  It was recommended that a clear email goes out to the college about the January 4 deadline to enter assessment information into Curricunet. The |
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| *V. SLO Assessment Status Update continued* | offered again since the pandemic and noted that some departments are assessing their most commonly offered courses and the remaining unassessed courses are not as significant.  C. Lee suggested that the committee create a plan to collaborate with other participatory governance committees to ensure that courses are assessed | announcement should go out soon and be repeated. |
| VII. Other/Announcements | None |  |
| VI. Adjourn | 1:30 pm |  |