
**Assessment Committee Minutes**
Tuesday, November 2, 2021, 12:30 pm-1:20 pm
<https://cccconfer.zoom.us/j/91697291171>

***Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The college achieves its mission through instruction, student support and learning resources which enable its enrolled students to earn associate degrees and certificates, and to attain college competency, careers, transfer, and skills for lifelong success.***

**Required Membership:**  (Attended = marked with “X”, Partial Attendance “P”)

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| [x]  Adán M. Olmedo, Assessment Coordinator & English RepP Nancy Cayton, Assessment and Curriculum Specialist[x]  Jenny Gough, American Sign Language Rep[x]  Cora Leighton, Arts and Cultural Studies Rep[ ]  Vacant, Business/CIS/Economics Rep[x]  Fatima Shah, Counseling Rep[x]  Sepi Hosseini, ESOL Rep[x]  Heather Dodge, Library/LIS Rep | [x]  Kelly Pernell, Mathematics Rep [x]  Juan Miranda, Modern Languages Rep[ ]  Vacant, Multimedia Arts [x]  Pieter de Haan, Sciences Rep[x]  Susan Khan, Social Sciences Rep [x]  Kuni Hay, Vice President of Instruction[ ]  Laura Ruberto, TLC Coordinator |

**Guests:** Joseph Bielanski, Verónica Montoya

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| 1. Meeting called to order (A. Olmedo)
 | 12:28 p.m. |
| 1. Approval of Agenda (A. Olmedo)
 | Reviewed agendaK. Pernell moved/S. Khan seconded to approve agenda |  | 10 yeas, 0 noes, 0 abstentions |
| 1. Approval of Minutes (A. Olmedo)
 | Reviewed 10/19/21 minutes S. Khan moved/C. Leighton seconded to approve minutes |  | 12 yeas, 0 noes, 0 abstentions |
| 1. ILO scoring and data collection (A. Olmedo) Discussion
 | A. Olmedo sent an email to all faculty with a course mapped to the Global Awareness and Valuing Diversity ILO and requested that they participate in the assessment. Messages include the rubric and a template they can list their data. Return date is 1/3/22, same as when grades are due as well as course assessments. So far, a number of positive responses have come in. |  |  |
| 1. Information Competency ILO Data (A. Olmedo) Discussion
 | [Data](https://peralta4-my.sharepoint.com/%3Ax%3A/g/personal/ncayton_peralta_edu/EUQjxCETZ_9JpJQHhrLp80EBa95re6NIXIDF-B4mLOTr_g?e=t0ivwz) from Spring 2021 assessment shown along with a preliminary analysis by A. Olmedo. All categories had strong results, the lowest with an average score of 84%, which was category 4 (Values the ethical use of information by properly citing sources). This category also had a noticeable amount of 0 and 1 scores compared to other categories—10% of students did not meet the standard. It appears that students are more accomplished at gathering data than citing their sources. Suggested action items from the committee: 1. Next time, disaggregate data
2. Share information with Honor Council
3. Review and update rubric before next use
4. Follow up with instructors on their experience assessing this outcome
5. On future ILO assessments, consider adding 2-3 questions with the rubric for instructors to include with data such as whether and how they cover the topics/categories on the rubric
 | In order to collect data in a way that allows for disaggregation, use of rubrics in Canvas is the best option. Faculty may need training on how to set the rubrics up and export the data. |  |
| 1. Assessment of IGETC & CSU Breadth Certificates of Achievement (All) Discussion
 | Continued work on [draft PLOs](https://peralta4-my.sharepoint.com/%3Ax%3A/g/personal/ncayton_peralta_edu/EdeTrzEVuINMotV9OF1gSmoBYMcbqQQKfjD87YEGzhKjoQ?e=UDcv7E). #1 and #3 appeared duplicative. The ideas were consolidated into one statement about communication. #2 was confirmed. The last outcome, formerly #4, now #3 still needs review. | Continued to 11/16 meeting |  |
| 1. Ethics and Personal Responsibility ILO Spring 2022 (A. Olmedo) Announcement
 | A rubric for this outcome will be discussed at the next meeting. Committee members are asked to review it before the next meeting to be ready for discussion. | Committee members review [rubric](https://peralta4-my.sharepoint.com/%3Aw%3A/g/personal/ncayton_peralta_edu/EefuNaBJN0FOodTzCS8TcZgB0SG8IkB24_6i_9kw-XT2yQ?e=UbuaNS) before next meeting |  |
| 1. Other/Announcements
 | None |  |  |
| 1. Meeting adjourned
 | 1:21 p.m. |
| Next Meeting: | November 16, 2021 |