  
**Assessment Committee Agenda**  
Tuesday, February 1 2022, 12:30 pm-1:20 pm  
<https://cccconfer.zoom.us/j/91697291171>

(additional Zoom details are at end)

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

**Guests:** Joseph Bielanski, Phoumy Sayavong

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| 1. Meeting called to order (A. Olmedo) | 12:32 p.m. | | |
| 1. Approval of Agenda (A. Olmedo) | Move to approve: K. Pernell; 2nd: J. Miranda |  | 9 yeas, 0 noes, 0 absentions |
| 1. Approval of Minutes (A. Olmedo) | Move to approve: J. Miranda; 2nd: S. Khan |  | 9 yeas, 0 noes, 0 absentions |
| 1. Report on [Ethical and Personal Responsibility ILO](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EefuNaBJN0FOodTzCS8TcZgB0SG8IkB24_6i_9kw-XT2yQ?e=4Zn6BL) status (A. Olmedo) | 1. Confirmed that a rubric was agreed upon last semester 2. Shared list of courses mapped to this ILO that included names of faculty who are scheduled to teach these courses this semester. A. Olemdo or a liaison will reach out to them soon. | 1. N. Cayton will email A. Olmedo any changes to the list by 2/7/2022.  2. A. Olmedo will draft an email to send to faculty teaching a mapped course  3. Liaisons review the list for courses on the list that seem misaligned to the ILO and report to A. Olmedo  4. A. Olmedo or area liaison send email to faculty to participate in ILO assessment |  |
| 1. Report on [in/complete scheduled Fall 2021 assessments](https://peralta4-my.sharepoint.com/:x:/g/personal/ncayton_peralta_edu/EWqWywIXLM9MkZ84CEEVvCoBft-owDyqQqtd3Vug1ZRJUQ?e=FF06Bs) and review Spring 2022 schedule (A. Olmedo) | 1. Quick review of Fall 2021 assessment activity. Use link at right to review in more detail. Overall 25% of assessments scheduled were completed. 2. On the same document but different tab is the list of courses scheduled for assessment in Spring 2022. 3. Note that assessments scheduled for Fall that did not take place, but the course is offered in Spring will show “Due Fall 2021” in the Assessment Term” column | 1. S. Khan requested an analysis of assessment completion by full-time and part-time status which A. Olmedo will do.  2. It was recommended that A-Comm reach out to people who were scheduled but did not assess.  3. A. Olmedo will include area Deans when sending any emails to follow up on assessments that weren’t done.  4. Liaisons should contact faculty in courses scheduled for Spring 22 assessment to ensure they know their course is to be assessed by them this semester and assist them if needed in preparing to assess. |  |
| 1. Report on Global Awareness/Valuing Diversity status (A. Olmedo) | 1. Reviewed and discussed [Fall 2021 ILO data](https://peralta4-my.sharepoint.com/:x:/g/personal/ncayton_peralta_edu/EY-fHPj4Yt9Ereb8MZW5C1wBJ_sgxUbAd9f2bd2V3iGuhA?e=hGkayf), including preliminary analysis and action plan items 2. P. Sayavong showed a sample dashboard that could be provided in Power BI as a first attempt at providing disaggregated data. 3. Canvas data can be pulled from the state data warehouse instead of having faculty export and provide it 4. We are working toward having data coaches to help people review, understand, and analyze their data 5. An example of a dashboard from Irvine Valley College was provide as another way of looking at disaggregated data 6. 👏 Special thanks to the 7 contributors:    1. Sepi Hosseini (ESOL)    2. Susan Khan (HIST)    3. Charlotte Lee (POSCI)    4. Linda McAllister (SOC)    5. Rima Najm-Briscoe (SOC)    6. Laura Ruberto (HUMAN)    7. Gabriel Winer (ESOL) | 1. Committee members should review the data, analysis and feel free to add further analysis of their own and additional action items.  2. Work will continue on disaggregation of data and how to provide the data in formats that members of the campus can use and understand |  |
| 1. Assessment of IGETC & CSU Breadth Certificates of Achievement (All) [finalized PLOs](https://peralta4-my.sharepoint.com/:x:/g/personal/ncayton_peralta_edu/EdeTrzEVuINMotV9OF1gSmoBYMcbqQQKfjD87YEGzhKjoQ?e=Renu20) | 1. Began work on program matrix for these program 2. The [courses](https://peralta4-my.sharepoint.com/:b:/g/personal/ncayton_peralta_edu/EQlrWFtF6FlErYcOH60oYJQBJ5HiwZLS2fvcqtpgX3s3Yw?e=NDKePv) aligned with the programs will be reviewed to find those that best represent where students achieve proficiency to focus efforts for assessment |  |  |
| 1. Other/Announcements | 1. Assessment liaisons, please distribute [this](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EQcA_wIyvI5PkCDRlzOlLwcBtZI4b3sm_RweBS5MEGaeRg?e=Htwn8X) to anyone scheduled to do a course assessment this semester; it’s a screen shot demonstration of how to access Curriqunet and enter a level 1 SLO assessment. For non-course assessments, use this [document](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EefnzMcRBuFIo-Izq2maZGABXMBxJCL67QUjM2j_ECYSdw?e=VLLGTG). | | |
| 1. Meeting adjourned |  | | |
| Next Meeting: | February 15, 2022 | | |
| Fall 2021-Spring 2022 running totals: | Member attendance: 76/103 (74%)  Guest attendance: 6  Action items/resolutions passed (not counting minutes and agenda approvals): 6 | | |