

Bakersfield College Assessment Committee Minutes

Meeting on October 11, 2019

- **Call to order:** by Brent Wilson at 10:36 am. Quorum met
 - **Chairs in Attendance:** Brent Wilson and Lora Larkin
 - **Members in Attendance:**
 - Greg Cluff, Kellie Smith, Dana Heins-Gelder, William Rockey, Rudy Menjivar, James, Baker, Teresa McAllister, Justin Flint, Denise Mitchell, Michael Westwood, Brenda Nyagwachi. Jana Richardson, Faith Bradham, Isaac Vannasone, Debbie Kennedy, Michael McNellis, Jennifer Grohol, Dianthe Hoffman, Linda Allday
 - **Guests in Attendance:** None
- **Good, Welfare and Concerns:**
 - Rudy Menjivar shared that the BMIT department is having a meeting on 10/21 at 11 am in Levan Center regarding the Entrepreneurship Certificate.
 - Justin Flint is concerned last year SLOs is missing. Brent asked Justin to send him a detailed email regarding which SLOs or data is missing so he can investigate.
 - Jana Richardson shared that there will be a Mental Health Expo on campus on 10/22/19 from 9am to 2pm in the Indoor Theatre. It is targeted for the first responders and focusing on PTSD. It is open to our veteran students. There are 200 people already signed up.
- **Review and Approval of the Minutes:**
 - m/s: Faith Bradham/Dianthe Hoffman
 - Voice vote for approval: Greg Cluff, Kellie Smith, Dana Heins-Gelder, William Rockey, Rudy Menjivar, James, Baker, Teresa McAllister, Justin Flint, Denise Mitchell, Michael Westwood, Brenda Nyagwachi. Jana Richardson, Faith Bradham, Isaac Vannasone, Debbie Kennedy, Jennifer Grohol, Dianthe Hoffman
 - Opposed: None
 - Abstentions: None
 - Motion: Passed
- **Reports**
 - Co-Chairs' Update- Brent thanked the committee members for doing a good job on keeping up with the SLO reviews. So far, the committee reviewed 161 courses and 10 programs. The courses and programs are now funneled through the curriculum committee. Between now through 10/25 the curriculum will need to approve all of these courses and programs to meet the 2020-21 catalog deadline. Anything else after 10/25 will be pushed back for the following year.
 - Brent reminded the committee members when you are reviewing the SLOs please make sure to write formatting comments about the numbering and the introductory phrase "Upon successful completion...". Some courses didn't have a comment and got through. Brent also reminded the committee to always make a comment, even if there aren't errors, so tracking of courses becomes easier especially moving through Curriculum Committee.
 - Committee Charge was reviewed and approved by Academic Senate (9/25) and College Council (10/4). The charge will be posted on the committee website in the next few days.

- Spring 2019 eLumen SLO Assessment Survey results were reported out to Academic Senate on 10/9/19.
 - The deadline for Program Review got push back by two weeks. Technically, it is due on 10/14/19. You still can make the last minute changes and it is still good to go. Brent mentioned this meeting was intended as a working session to go through the program review assessment reports faculty submitted, but it has been postponed to the next meeting. Please try to attend the next meeting, so we can go through the reports and form together as a group.
 - Brent mentioned the 10/25 Assessment Committee meeting will be held in L149. A sign will be posted on the door to remind members the meeting has been moved for that day.
 - SLO-PLO/SLO-ILO/SLO-GELO Mapping Update – Brent asked the committee members if there was any feedback from your department regarding the new mapping from last year's course revisions. Justin Flint asked if there is a list of courses. Brent said all courses are expected for the mapping. All the courses for 18-19 mapping are done.
 - Roundtable –Rudy Menjivar. BSAD B1-Financial Accounting Assessment. SLO #2 was used. Two objectives in one SLO. Discussion on C-ID objectives vs. outcomes. 70% was used for the rubric. MATH B23 is required for this class. Discussion on how to help students who have difficulty with math and interpreting meaning from words used in passages. Rudy shared his data with the committee. This presentation has been posted to the committee website.
- **Additions to the Agenda- None**
 - **Unfinished Business**
 - Assessment Committee Handbook Update – a couple of suggestions were received from the committee members. For example, one suggestion was considering to add instructions for entering data and reflection in eLumen as well as adding to the link to the videos and handouts on the committee website. Another suggestion was to include our new review process that is now embedded into the curriculum workflow. Brent asked the committee for any thoughts, suggestions, or concerns. Our handbook should be like policy and procedures in how our committee functions as well as provide guidance in how assessment should be done at BC.
A few suggestions like adding a picture of the Bloom's Taxonomy triangle or adding an appendix with a good example of what PARR (Plan, Assess, Reflect, Refine) looks like.
Please send Brent an email with any suggestions. The discussion will be continued at the next meeting.
 - **New Business**
 - **Update 2019-20 SLO assessment plans-** Last year's SLO assessment plans have been archived on the committee website and the new plans are ready to go. Brent shared what the new plans look like. He took all the new SLOs exported from eLumen and separated them by discipline. The goal is for committee members to take their assessment plans back to the department and have a conversation with the department chair as well as the rest of the faculty to determine when each SLO should be assessed. Plan for the current year and the next 2 years after that. Plan for the 3 years in whether or not SLOs need to be assessed and when they will be assessed. Once you complete the plans, then send it back to Brent so they can be published to the committee website.
 - A few committee members have questions and issues with the eCatalog. Brent suggested the members contact Bill Moseley.
 - **Discussion of scheduling SLO assessment workshops-** Discussion of when drop-in SLO assessment workshops should be held. The suggestions are the week of 11/18, one week before final exams, and one week during final exams. During these three weeks, we can offer 3-hour drop-in sessions. Also, we will offer drop-in workshops during the Spring 2020 flex week (1/13 to 1/15) in 3-hour blocks. Brent will work on booking the rooms and create a sign-in sheet for volunteering each time block.

- **Discussion of ILO study-** Brent's vision is to plan for the fall and execute in spring. There were 2 studies done in 2014 and 2016. He will send out the link to Association of American Colleges & Universities (AACU) website and the AACU Value Rubrics after today's meeting. Discussion took place regarding what kind of rubrics we should use. Discussion took place regarding which ILO we should assess: ILO #2 (Communicate) and ILO #4 (Engage) were being considered. Brent asked the committee to think about which ILO we should assess and then to think about which AACU rubric could be used. We would still need to discuss an assignment/assessment tool to be used in a variety of classes across the College. Discussion to be continued for next meeting.
- **Courses/Programs to be reviewed-**
 - See SLO/PLO Review Assignments
- **Adjournment**
 - Brent Wilson adjourned the meeting at 12:02 p.m.
 - Next Meeting: October 25, 2019 at L149