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| **Assessment Committee**Thursday, April 7, 3:30-4:00 and Friday, April 8, 10:30-12:00 |
|  | **Introductions(Names of members in attendance are highlighted)**David Neville, Kate Pluta, Liz Rozell, Helen Acosta, Faith Bradham, Tim Capehart, Pam Davis, Chris Dison, Darrin Ekern, Justin Flint, John Hart, Michelle Hart, Alex Henderson, Dianthe Hoffman, Lora Larkin, Peter LeGrant, David Moton, Lillian Pimentel-Stratton, Cynthia Powell, Gayle Richardson, Deborah Rosenthal, Isaac Vannasone, Mindy Wilmot | 5 |
|  | **February 11, 2016 notes for approval (none taken)**Today’s note taker?* John Hart if they’re good… David Neville if not.
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|  | **Update on ACCJC Annual Report due March 31, 2016****98% of assessment has been completed. Math is the only department**  | 10 |
|  | **Assessment and Program Review*** Liz, Dave, and Kate have already met to decide how assessment and program review will work next year. Committee could require assessments for this year right away.
* Committee has asked to have Annual Assessment Review in Excel spread sheet like other requests and reports that are done on Excel.

**Committee Assessment:*** Comprehensive Assessment is every 3 years. It is very comprehensive. Answering questions on program review and attaching assessment will help figure out who is missing. It makes program review bigger, but evidence will now be attached.
* Need to fill out Strategic Directions Plan: Action Plan needs to be completed.
	+ Scoring: in progress.
	+ Evidence: 88% Complete as of 4/7/16.
* ACCJC asks about assessment, not mapping. All departments need to complete mapping this year.
* Liz will do a what-we-need file for the mappings.
* Kate will send “targeted” emails for deans and chairs requesting mapping.
* Assessing: can’t put 98% on strategic direction plan. By April 21, everything should be completed.
* Action Plan: Plan to adopt and implement Elumen by fall 2016. College needs to provide a researcher to gather data and provide analysis.
* Big move at state level, course level assessment to be done every semester???

**Student learning and Achievement** **4.1** * Just have to monitor that analysis is occurring, but don’t have to analyze.
* Having links on the Strategic Direction Plan will help committee pull up evidence quickly directly from the document.

**Accountability** **4.13** * Internal deadlines are getting report, mappings, and assessments in on time.
* Need action plan: will merge assessment with program review due in the fall. This allows from October through March to decide what is missing and help departments in need get documentation completed.

**Additional Initiatives Committee is Working On**: * Action Plan: to be reevaluated.
* Membership list on Assessment Committee can be updated to show which departments lack a rep. If department does not have a rep, department chair should fill the position.
* Need to decide how often assessment will occur and what constitutes assessment. Will go to FCDC and College Council.
 | 10 |
|  | **Year-end Report for Strategic Directions with Action Plans** (The spring 2016 template has the fall 2015 report information—posted on committee page.)See <https://www.bakersfieldcollege.edu/scorecard/strategic-directions> for college report and how the information is reported. | 20 |
|  | **Professional Development**—reports on workshops attended. * To be done at Friday’s meeting.
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|  | **Best meeting days and times for 2016-17*** Thursday’s meeting recommendations:
	+ Do Survey Monkey or Doodle
	+ Vote taken on who is available during following times:Monday 8:00 (4 members)Thursday 2:30-4:00 (4 members)Thursday 3:30 – 5:00 (6 members)Friday 10:30 – 12:00 (5-6 members)
 | 20 |
|  | **Next meetings:** *April 15, 10:30-12:00 and Thursday, May 5, 3:30-5:00* |  |