Meeting called to order: 12:30pm

Members Present: John Rome, Charlotte Schulten, Susie Chin, Kirk Vaughn, Alex Gilewski, Nick Smith, Travis Ames, Francien Rohrbacher, Elizabeth Fremgen, David Yamamoto, Margaret Mansour, Cynthia Flores, Deborah Diehl (Paul Sherman) Terrence Yu, Emeyln Judge, Yvette Ybarra.

Members Absent: Tiffany Ingle, Jon Holt

Guests: None

Quorum: 15 of 18

<u>Approval of Previous Minutes</u>
MSC Rome/Gilewski

Informational Items	**Outcome**
• We need to keep assessing stay with cycle	• Completion goal to have assessments complete is still fall 2020. Despite our current situation this has to occur. Accreditation continues and this is a good time to assess-noting specifics about needs in areas.
• Need information for Midterm report	• This is very important for the midterm- we need any information regarding the use of assessment for change and any Division or Department meeting minutes that prove learning outcomes dialogue
• Please send examples of reflection questions	• Yvette is wanting to add examples of reflection questions from different areas on campus to add to the website as examples of faculty.
• C&I SLOs-	• Yvette will be talking to the C&I committee regarding SLOs and PLOs. The need to use different action verbs instead of demonstrate an understanding- it

	isn't wrong but the LO becomes stronger with a change of the action verb. More thoughtful about what is meant.
• Data loads	• David has to go to campus to complete the data loads (FERPA issues). Match fields need to be corrected so overlap will not occur—this is a PeopleSoft issue and with a new curriculum management system this should help as long as the corrections are made.
• Workshops-	• How to write SLOs, using assessment data and using it in a meaningful way (evidence based story telling), how to use eLumen (I will video and upload to the website)—wanting to run workshops and video each workshop to add to the LO website.
• Communicate with Divisions *ACCJC Standard I.A.3, ACCJC Standard I.B.1, ACCJC Standard I.B.2 and ACCJC Standard II.A.3 (these apply to all above)*	• We are assessing every SLO, • We are still on our 3 year cycle unless you choose to assess more • The whole college needs to assess every course because we are behind-by Fall 2020 • This will allow Divisions and/or Departments to re-evaluate cycles

New Business

• Yearly progress reports to add into eLumen (folders). *ACCJC Standard I.B.2*	• Looking to document yearly to help with evidence gathering and to ensure faculty have information for Program Review and curriculum changes. The reports will be stored in eLumen allowing access for individuals to review. Yvette and David will develop a form to review at our next meeting. • This type of documentation will also allow us to create a larger dialog on campus regarding assessment practices.
• Guest speakers and examples of how information from eLumen can be used. *ACCJC Standard II.A.3*	• We will speak to Melissa (eLumen Rep) about obtaining samples of how reports look and are used to further student learning.

Old Business   **Outcome**

1. Dialog on Campus and proposed workshops-(Yvette and Terrance) a. How to use data for assessment reporting (this will happen as soon as we get more information in eLumen b. How to write SLOs—one pager or workshops?? C& I examples 2. What do we want to ask eLumen?	

Items to move to Senate: NONE

Future Focus:
1. eLumen and how to use for follow-up on assessments- reports
2. Guided Pathways, Meta Majors and Learning Outcomes

Meeting Adjourned: 1:35pm
Next Meeting: May 28, 2020 Zoom
Respectfully Submitted by Yvette Ybarra
Reviewed by: Yvette Ybarra