  
**Assessment Committee Agenda**  
Tuesday, September 6, 2022, 12:30 pm-1:20 pm  
Meeting conducted via Zoom at <https://cccconfer.zoom.us/j/92291434459>

(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, 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, Assessment Coordinator & Mathematics Rep  Juan Miranda, Modern Languages Rep  Vacant, Multimedia Arts Rep  Pieter de Haan, Sciences Rep  Richard Kim, Social Sciences Rep  Kuni Hay, Vice President of Instruction  Vacant, TLC Coordinator |

**Guests:**

|  |  |  |
| --- | --- | --- |
|  | **Agenda Item** | **Type** |
|  | Meeting called to order (2 min) | Procedural |
|  | Approval of Agenda (2 min) | Action |
|  | Approval of [5/17/22 Minutes](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EdFdSBmRX1RNmUuBrcZ3cloBn4HO1tJhCV0VJMzyVjF33Q?e=C5GMsa) (2 min) | Action |
|  | Public Comment (5 min.)  The committee will listen to communication from the public on matters that are not on the agenda and are within the committee’s jurisdiction. Under provisions of the Brown Act, the committee is prohibited from discussing or acting on oral requests that are not part of the agenda but may respond briefly. Persons addressing items included on the agenda will be heard at the time the item is considered. | Informational |
|  | Review 2023 [Committee Membership](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EWBsxCeF6NhLlSEsIQ4iEY4BkB56Qm9rm2V8mN-i0vz6iQ?e=Wgj7lW) & [Meeting Schedule](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EVTXw_wUbgRFhsUfPHhxdToB8lT8uz5RvtwZb1gSLA_q9Q?e=F0gb63) (1 min) | Informational |
|  | Resolution AC22-01 to Continue Conducting Committee Meetings Via Teleconference (5 min)  AB 361 requires that the District reconsider the need to meet by teleconference every 30 days in order to remain compliant with the Brown Act. The Board of Trustees has been reauthorizing a resolution that allows it to do so and extends that ability to all Brown Act covered bodies within the district. Because the Board does not meet during the month of August, bodies meeting prior to their next meeting on 9/13/22 are advised to adopt a resolution of their own. Approval of this resolution memorializes that the legal conditions are met for this committee to conduct proceedings via teleconference for the next 30 days. | Action |
|  | Review Committee Charge (2 min)  The committee charge, as updated at the 10/19/21 Assessment Committee meeting is:  The Assessment Committee is a standing committee of the Academic Senate. The purpose of the committee is to ensure continuous improvement in all courses and programs (including instructional programs, student services, and administrative areas) throughout the college, informed by quantitative and qualitative evidence and broad participation in analysis of evidence, in order to support the college mission. The charge and entire entry for the committee for the Participatory Governance Manual is available at this [link](https://peralta4-my.sharepoint.com/:b:/g/personal/ncayton_peralta_edu/ER1Tsq-5_6VBu_6FKHNNj3sBMLTCm6jyV343JERbN9PK0w?e=gE87Mj). | Informational |
|  | Review Role of Liaisons (4 min)  The Liaison job description is in an accompanying document or can be accessed with this [link](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/ESQDI4OLuc9LneyUl3ULL3wBxV-P3giQI0FQpXs84QqTyg?e=2NQGJL). | Informational |
|  | Set Committee Goals for 2022-23 (15 min)  The committee will review suggestions for goals from its 5/17 meeting (see item 6 in [5/17 minutes](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EdFdSBmRX1RNmUuBrcZ3cloBn4HO1tJhCV0VJMzyVjF33Q?e=C5GMsa)) and the participatory governance [survey results](https://peralta4-my.sharepoint.com/:p:/g/personal/ncayton_peralta_edu/ESeROrJSFnhLpaS6rb4u1joB1B1ddX77_jnfEjBNeZ4z9g?e=xvUNgq) to establish goals for 2022-23. | Action |
|  | Department Assessment Schedules for 2022-23 (10 min)  The committee will review how assessment scheduling is done, discuss if each area followed its planned 21-22 schedule, and set a deadline for revisions to the schedule. Liaisons can find the schedule in their area’s 22-23 shared folder. | Action |
|  | Announcements (1 min) | Informational |
|  | Meeting adjourned (1 min) |  |
|  | Next Meeting: 9/20 |  |

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+1 301 715 8592 (US Toll)

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