  
**Assessment Committee Agenda**  
Tuesday, April 5 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  Kuni Hay, Vice President of Instruction  Laura Ruberto, TLC Coordinator |

**Guests:**

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| --- | --- | --- | --- |
| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| 1. Meeting called to order (A. Olmedo) |  | | |
| 1. Approval of Agenda (A. Olmedo) | 1. Review agenda (1 min.) 2. Motion to [approve](https://peralta4-my.sharepoint.com/:x:/g/personal/ncayton_peralta_edu/EQsomc6wo-lHmtN8wV-5mLYBovAloswnPajFIqBre1Nt3A)  (1 min.) |  |  |
| 1. Approval of Minutes (A. Olmedo) | 1. Review [3-1-22 minutes](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/ETjJ5_1AJBlEsbmux0tGZkgBXos4sJHcfadiQ83oacj4wQ?e=TJlfNa) (1 min.) 2. Motion to approve minutes (1 min.) |  |  |
| 1. Public Comment (5 min.) | 1. 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 the committee is prohibited from discussing or taking action 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 |  |  |
| 1. Report on [Ethics and Personal Responsibility ILO](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EefuNaBJN0FOodTzCS8TcZgB0SG8IkB24_6i_9kw-XT2yQ?e=4Zn6BL) Participation Recruitment (Liaisons and A. Olmedo) | 1. Liaisons absent on 3-1-22 will update the committee on the email A. Olmedo sent them on 2/1/22 with a template [email](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/ERq1IAX4vR1CpLxutFKTMooBbjkT3pzNQpcs4wygOUuJYQ?e=RhMlsA), asking them to contact faculty members in their department whose courses align with the ILO, so they could contribute their data. (4 min.) |  |  |
| 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. Liaisons absent on 3-1-22 will update the committee on Spring 2022 SLO outreach (how and how often have you contacted your department?) (4 min.) |  |  |
| 1. Start Planning for Communication ILO (Fall 2022 Data Collection) | 1. Review [draft ILO rubric](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EWP5kIB1dXxOh6vYHsnVUNoBrZt3PJ66HYby1j57tzoBcA) (10 min) 2. Motion to approve rubric (1 min) |  |  |
| 1. Assessment of IGETC & CSU Breadth Certificates of Achievement (All) | 1. Review placement of [courses](https://peralta4-my.sharepoint.com/:b:/g/personal/ncayton_peralta_edu/EQlrWFtF6FlErYcOH60oYJQBJ5HiwZLS2fvcqtpgX3s3Yw?e=NDKePv) on the [assessment matrix](https://peralta4-my.sharepoint.com/:x:/g/personal/ncayton_peralta_edu/EdeTrzEVuINMotV9OF1gSmoBGMoZ3oCOZtotQoMSy23g-Q) for these certificates. (20 min.) |  |  |
| 1. Other/Announcements | 1. A. Olmedo will no longer serve as Assessment Coordinator once the semester ends, but he will process any SAOs/SLOs submitted to Curriqunet by the date grades are due, June 3, 2022. Please send your interest to serve as Assessment Coordinator to VP Hay and Nancy Cayton as soon as possible. [Here’s the job description](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EY7fO1Nmz75Ni8lS7UTMhjEBCUuWUGa7g5F46kRGFaCiDw?e=TRoT4h). | | |
| 1. Meeting adjourned |  | | |
| Next Meeting: | April 19, 2022 | | |
| Fall 2021-Spring 2022 running totals (*inclusive of* 3/1/2022 meeting) | Member attendance: 109/144 (76%)  Guest attendance: 9  Action items/resolutions passed (not counting minutes and agenda approvals): 7 | | |

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