  
**Assessment Committee Minutes**  
Tuesday, September 20, 2022, 12:30 pm-1:20 pm  
<https://cccconfer.zoom.us/j/92291434459>

***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  P Juan Miranda, Modern Languages Rep  Dru Kim, Multimedia Arts Rep  Pieter de Haan, Sciences Rep  P Richard Kim, Social Sciences Rep & TLC Coordinator  Kuni Hay, Vice President of Instruction |

**Guests:** Joseph Bielanski

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|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
| 1. | Call to Order and Agenda Review | 12:33 p.m. |  |
| 2. | Approval of Agenda | Motion by P. de Haan, second by F. Shah. Final resolution: Approved  Yea: F. Shah, S. Hosseini, H. Dodge, K. Pernell, J. Miranda, D. Kim, P. de Haan, N. Cayton |  |
| 3. | Approval of 9/6/22 Minutes | Motion by J. Miranda, second by H. Dodge. Final resolution: Approved  Yea: F. Shah, S. Hosseini, H. Dodge, K. Pernell, J. Miranda, D. Kim, P. de Haan, N. Cayton |  |
| 4. | Public Comment | No public comment |  |
| 5. | Set Committee Goals for 2022-23 | Based on suggestions from 5/17/22, committee survey results, and discussion at the last meeting, K. Pernell created draft goals that the committee reviewed. Motion to approve by P. de Haan, seconded by J. Miranda. Final resolution: Approved.  Yea: F. Shah, S. Hosseini, H. Dodge, K. Pernell, J. Miranda, D. Kim, P. de Haan, N. Cayton.  Abstain: R. Kim |  |
| 6. | Approve Assessment Matrix for IGETC & CSU Breadth Certificates | Matrix was revised to better conform to criteria for each transfer area, as informed by the document “Guiding Notes for General Education Course Reviewers.” Motion to approved the revised matrix by H. Dodge, seconded by P. de Haan. Final Resolution: Approved  Yea: F. Shah, S. Hosseini, H. Dodge, K. Pernell, J. Miranda, D. Kim, P. de Haan, N. Cayton.  Abstain: R. Kim | Final version can be included with curriculum proposals when updating the programs. |
| 7. | Report on Ethical and Personal Responsibility ILO Assessment from Spring 2022 | Data collected from last semester’s assessment was reviewed. A very low number of students were assessed, not enough to make a determination of overall student proficiency in this area. Committee members want to explore if there is a more streamlined or automated way of collecting data in order to have a bigger data pool or if there is some other method of encouraging faculty participation. It was also suggested that the committee review the rubric and consider if it needs revision and/or if training is needed in order for instructors to feel comfortable using it with their courses. | Discussion will be continued at next meeting. |
| 8. | Report from Liaisons on Status of Assessments from Spring 2022 |  | Tabled due to lack of time. Will be on the next agenda. |
| 9. | Action Plan Report |  | Tabled due to lack of time. Will be on the next agenda. |
| 10. | Announcements | None |  |
| 11. | Adjourn | 1:24 p.m. |  |