  
**Assessment Committee Minutes**  
Tuesday, May 16, 2023, 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”)

|  |  |
| --- | --- |
| Nancy Cayton, Assessment and Curriculum Specialist  Jenny Gough, American Sign Language Rep  P Laura Ruberto, Arts and Cultural Studies Rep  Rabab Chowdhury, Business/CIS/Economics Rep  Fatima Shah, Counseling Rep  Adán M. Olmedo, English Rep  Sepi Hosseini, ESOL Rep | Heather Dodge, Library/LIS Rep  Kelly Pernell, Assessment Coordinator & Mathematics Rep  Juan Miranda, Modern Languages Rep  Dru Kim, Multimedia Arts Rep  Pieter de Haan, Sciences Rep (Julia Chang proxy for voting)  Richard Kim, Social Sciences Rep & TLC Coordinator  Kuni Hay, Vice President of Instruction |

**Guests:** Julia Chang, Michael Arrigo

|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
| --- | --- | --- | --- |
|  | Call to Order and Agenda Review | 12:31 p.m. |  |
|  | Approval of Agenda | Motion by P. de Haan, second by J. Miranda. Final resolution: Approved.  Yea: R. Chowdhury, F. Shah, A. Olmedo, S. Hosseini, H, Dodge, K. Pernell,  J. Miranda, P. de Haan, R. Kim, N. Cayton  Abstain: J. Gough, D. Kim |  |
|  | Approval of 5/2/23 Minutes | Motion by H. Dodge, second by J. Miranda. Final resolution: Approved.  Yea: J. Gough, L. Ruberto, R. Chowdhury, F. Shah, A. Olmedo, S. Hosseini,  H. Dodge, K. Pernell, P. de Haan, R. Kim, N. Cayton  Abstain: J. Miranda, D. Kim |  |
|  | Public Comment  *Public Comment continued* | R. Kim spoke for Jennifer Helton who was too sick to attend. J. Helton has completed a TLC project on the culture of assessment. She gave a presentation on flex day. Information on her work will be forwarded.  R. Kim also acknowledged J. Miranda and S. Hosseini who completed TLC APPLEs with their department members to create common rubrics in their areas. French instructor Micheal Arrigo worked throughout the semester on the rubric project and felt that it was a great exercise to assess the work he is doing in the classroom. He felt that it was particularly good at helping him focus on how to systematically integrat the cultural elements of the course for better student learning. | K. Pernell suggested that such excellent work should be show-cased on the Assessment Committee web page. |
|  | Critical Thinking ILO Data Collection Right Now | We are collecting data for the Critical Thinking ILO this semester now. Liaisons should continue to encourage faculty in their area to submit data. K. Pernell recognized the Science and ESOL departments for already having submitted data for this ILO. | Send data submissions to K. Pernell by 6/4/23 |
|  | New and Improved Assessment Proposals in Curriqunet | K. Pernell reviewed each tab of the new “BCC Course SLO Assessment” proposal, which allows for multiple outcomes assessment data to be reported together instead of previously on separate proposals. The old proposal type has been removed from the menu. Old proposals should not be cloned, but faculty can use cloning on new proposals. | New step by step directions are available now. Liaisons have received a link to the document and should share with department faculty. |
|  | Ethics and Personal Responsibility Survey Results | After several attempts to collect information on mapping for this ILO, there were very few responses. Even where there is confirmation that the mapping is correct, there are almost no further responses documenting how the ILO skill/knowledge would be assessed in the course. More work needs to be done to continue to investigate the mapping of courses to this ILO. |  |
|  | Review of 2022-23 Goals and Accomplishments and Goal Setting for 2023-24 | The Institutional Planning Committee (IPC) is not sending out a survey this year as a tool for committees to assess their work. Instead, our committee will reflect on how work toward our goals has progressed. Some areas to continue work on for next year: disaggregation of assessment data, creating a useful website that includes good examples of assessment work, continue work with the Vice President of Student Services and deans to complete assessments in service and administrative areas. | Time was running out for this item, so discussion will be continued at the next meeting.  Members who are not planning to continue on this committee should inform K. Pernell as soon as possible so that a replacement can be recruited. |
|  | Announcements | 1. Liaisons: review your department’s assessment plan and remind faculty to complete their scheduled course assessments. 2. SLO Assessment proposal submission deadline June 3. |  |
|  | Adjourn | 1:27 p.m. |  |