**BERKELEY CITY COLLEGE**

**Assessment Committee**

**Meeting Minutes**

**February 2, 2021 12:30 -1:30 pm**

**Present:** Fabán Banga, Nancy Cayton, Pieter de Haan, Heather Dodge, Sepi Hosseini, Iva Ikeda, Fan-Ching Kuo, Charlotte Lee, Adán Olmedo, Phoumy Sayavong, Fatima Shah

**Absent:** Jennie Braman, Leonard Chung, Jenny Gough, Kuni Hay

Meeting took place via Zoom. Meeting ID: 942 4006 2067

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| I. Call to Order and Agenda Review | 12:38 p.m. |  |
| II. Minutes from 12/15/20 | Approved  10 yeas, 0 nays, 0 abstention |  |
| III. Election of New Assessment Coordinator | N. Cayton gave a quick summary of the election process and provided a link for committee members to vote online. Members must vote within 24 hours of the meeting. | N. Cayton will report the election results after the 24-hour period ends. |
| IV. Information Competency ILO Status Update | P. de Haan provided a summary of activities to date for the ILO assessment. Major activities include: P. de Haan contacted all faculty with a Spring 2021 course mapped to this ILO by email to participate in assessment; some departments reported that the ILO mapping of one or more of their courses should be updated to remove this ILO. | P. de Haan will send follow up emails to faculty who have not responded to the initial message.  P. de Haan will provide participating faculty with a spreadsheet to report their rubric results.  N. Cayton is working with departments to update ILO mapping as needed.  Liaisons will encourage faculty in their area with mapped courses to participate in ILO. |
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| V. Course SLO Assessment Status Update | P. de Haan reported that the college-wide SLO completion total for Round 4 went up from 20% to 45% following Fall 2020 entries. Current department completion rates:  ACS 49%  ASL 0  BUS/CIS 45%  COUN 71%  ENGL 90%  ESOL 39%  LIS 0  MATH 76%  LANG 75%  MMART 9%  SCIENCE 94%  SOC SCI 65%  ADMIN & Student Services 2 sets of SAOs | P. de Haan will contact individual departments about the status of their course SLO assessments to ensure as many remaining courses as possible are assessed in Spring 2021.  Additional assessments for ESOL are in the process of being entered now.  LIS has only 4 courses, all scheduled to be assessed in Spring.  P. Sayavong noted that we should ensure that the Spring 2021 assessment schedule is updated to show plans for assessing remaining courses in order to document our plan to complete these for the accreditation visiting team. |
| VI. Other/Announcements | P. de Haan asked those who attended the recent SLO Symposium to briefly state what they learned and asked if any wanted to discuss their topic in more depth at the next committee meeting. |  |
| VII. Adjourn | 1:09 pm |  |