  
**Assessment Committee Minutes**  
Tuesday, April 19, 2022, 12:30 pm-1:20 pm  
<https://cccconfer.zoom.us/j/91697291171>

***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 P Laura Ruberto, TLC Coordinator |

**Guests:** Joseph Bielanski

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| 1. Meeting called to order (A. Olmedo) | 12:33 p.m. | | |
| 1. Approval of Agenda (A. Olmedo) | Motion to approve: K. Pernell. Second: F. Shah. |  | 9 yeas, 0 noes, 0 abstentions |
| 1. Approval of [4/5/22 Minutes](https://peralta4-my.sharepoint.com/:w:/g/personal/ncayton_peralta_edu/EV2mGSZElZhLuLkj4l8G7GkBXdwKhQRqYBJCAFLSytUgmg?e=D8uUWw) (A. Olmedo) | Motion to approve: P. de Haan. Second: H. Dodge |  | 8 yeas, 0 noes, 1 abstention |
| 1. 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.*  No public comments | |  |  |
| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| 1. Planning for Communication ILO (Fall 2022 Data Collection) | Sample email message to recruit participants reviewed. Committee members can suggest edits. | Available for use in Fall 2022 |  |
| 1. Assessment of IGETC & CSU Breadth Certificates of Achievement (All) | Reviewed 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 and which still need to be placed. | Liaisons should follow up with reminders in their areas |  |
| 1. Other/Announcements | 1. Thank you, Marjory Haskell (& the Social Sciences Department)! You’re the first to submit Ethics and Personal Responsibility ILO data! 👏 | | |
| 1. Meeting adjourned | 12:53 p.m. | | |
| Next Meeting: | May 3, 2022. Reminder: final meeting for 21-22 is May 17. | | |
| Fall 2021-Spring 2022 running totals (*inclusive of* 4/5/2022 meeting) | Member attendance: 120/157 (76.4%)  Guest attendance: 10  Action items/resolutions passed (not counting minutes and agenda approvals): 7 | | |