
**Assessment Committee Minutes**
Tuesday, February 21, 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”)

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

**Guests:** none

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|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
| 1. | Call to Order and Agenda Review | 12:32 p.m. |  |
| 2.  | Approval of Agenda | Motion by P. de Haan, second by F. Shah. Final resolution: Approved.Yea: L. Ruberto, R. Chowdhury, F. Shah, S. Hosseini, K. Pernell, J. Miranda, D. Kim, P. de Haan, R. Kim, N. Cayton |  |
| 3. | Approval of 2/7/23 Minutes | Motion to approve by J. Miranda, second by R. Kim. Final resolution: Approved.Yea: L. Ruberto, F. Shah, S. Hosseini, H. Dodge, K. Pernell, J. Miranda, D. Kim, R. Kim, N. CaytonAbstain: R. Chowdhury, P. de Haan |  |
| 4. | Public Comment | No public comment |  |
| 5. | Ethics and Personal Responsibility ILO Assessment Action Plan | The action plan discussed at the last meeting was reviewed and approved. | Begin work to implement action plan. |
|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
| 6.  | Liaison Report Back on Department Requests for Assessment Training | The following training topics were requested: liaison training with department chairs; “authentic assessment,” particularly in light of concerns about student use of AI; integrating assessment rubrics into Canvas; rubric training (it was suggested that A. Olmedo lead it). | K. Pernell will coordinate with the Professional Development committee regarding these topics at a flex day or another time. |
| 7. | Communication ILO Data Report | K. Pernell compiled the data submitted for this assessment. She commended the Science, English, and ESOL departments for their high level of participation, but noted that no Communication Studies (COMM) courses had participated. There is also no representation from the Arts and Cultural Studies and Social Scienencs departments. Other observations from the data were that submissions on group or team work were very limited compared to the number of submissions in other categories. The committee will consider taking action on this topic at the next meeting. | 1. Committee members should review the details of the [file](https://peralta4-my.sharepoint.com/%3Ax%3A/g/personal/ncayton_peralta_edu/EcLPlbN0MyFFmdylrPKUbXEB7dhEjEh2XAsWaJ-fvC7MhQ?e=iclK3O) prior to the next meeting. 2. Liaisons should work with department chairs to determine if it would be possible to get participation from areas not already represented in the data, especiall COMM courses. |
| 10. | Announcements | None |   |
| 11.  | Adjourn | 1:20 p.m. |  |