  
**Assessment Committee Minutes**  
Tuesday, March 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  Nancy Cayton, Assessment and Curriculum Specialist  P Jenny Gough, American Sign Language Rep  Laura Ruberto, Arts and Cultural Studies Rep  Rabab Chowdhury, Business/CIS/Economics Rep  Fatima Shah, Counseling Rep  P 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 (Julia Chang proxy for voting)  Richard Kim, Social Sciences Rep & TLC Coordinator  Kuni Hay, Vice President of Instruction |

**Guests:** none

|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
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|  | Call to Order and Agenda Review | 12:32 p.m. |  |
|  | Approval of Agenda | Motion by P. de Haan, second by H. Dodge. Final resolution: Approved.  Yea: R. Chowdhury, F. Shah, A. Olmedo, H. Dodge, K. Pernell, D. Kim,  P. de Haan, N. Cayton |  |
|  | Approval of 3/7/23 Minutes | Motion by A. Olmedo, second by H. Dodge. Final resolution: Approved.  Yea: R. Chowdhury, F. Shah, A. Olmedo, S. Hosseini, H. Dodge, K. Pernell,  J. Miranda, D. Kim, P. de Haan, N. Cayton |  |
|  | Public Comment | No public comment |  |
|  | Meeting Format  *Meeting Format continued* | As a result of the end of the Covid emergency, Brown Act covered meetings should be returning to in-person format, but due to the change happening mid-semester, this meeting will continue online for the remainder of the semester. In the fall, it will take place in a hybrid format. Quorum must be met by those in person. There are limited exeptions to participate remotely. It appears that many members may have difficulty attending in person. This situation may mean that voting can only take place at certain meetings when quorum has been established. | K. Pernell will create a survey to get more detailed information from members on scheduling and ability to attend for 2023-24. |
|  | Computational Skills and Quantitative Reasoning Rubric Review | Changes proposed at the last meeting were reviewed which includes a change to the labels on the rating scale to more neutral descriptions and a suggestion by the math department to reduce the categories rated from five to three due to a high level of corolation among some of the items on the current rubric. The science department was in agreement with the change, but the item was tabled until we have feedback from the Business and CIS department. Other departments may also give feedback on this rubric. | • Report back from the Business/CIS department at the next meeting.  • This will be an action item on the next agenda |
|  | Ethics and Personal Responsibility ILO Research | Prior to this meeting, K. Pernell sent out a survey to liaisons to use with their departments to collect information on the courses mapped to this ILO. The survey will assist in determining if the courses are properly mapped to this ILO. For those that are, they should report what existing assignment, test, or project can they use to participate in data collection. | Liaisons should submit the information from their departments on the survey form by 4/11. |
|  | Communication ILO Data Analysis | K. Pernell has contacted the department chairs for Arts and Cultural Studies to get their assistance to reach out to Communication faculty in order to provide data for this ILO. | Further review of the data for this ILO is temporarily holding in order to ensure participation from COMM faculty. |
|  | ILO Review | K. Pernell noted that overall participation for ILO data collection has been low and it seems that mapping to the ILOs has turned out to be inaccurate in quite a few cases. As a result, she asked the committee to consider if we need a campus-wide review of the existing outcomes, how we define them, and the rubrics we have been using to determine if we need to make changes. She noted that vice president Hay was supportive of a summit or retreat on this topic. Committee members were generally supportive of a retreat or similar event. | K. Pernell will connect with the two former Assessment Coordinators for assistance prioritizing ILOs that should be reviewed and/or how to proceed with planning. |
|  | Announcements | K. Pernell reminded attendees that she is available to assist with assessment questions or concerns on the 2nd and 4th Thursdays during Curriculum Committee Office Hours. |  |
|  | Adjourn | 1:20 p.m. |  |