
**Assessment Committee Minutes**
Tuesday, December 3, 2024, 12:30 pm-1:20 pm

***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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| [x]  Adán M. Olmedo, English Rep[x]  Nancy Cayton, Assessment and Curriculum Specialist[ ]  Jenny Gough, American Sign Language Rep[x]  Chris Bernard, Business/CIS/Economics Rep[x]  Fatima Shah, Counseling Rep[x]  Sepi Hosseini, ESOL Rep[ ]  Annemarie Meyer, Library/LIS Rep | [x]  Kelly Pernell, Assessment Coordinator & Math Rep [x]  Juan Miranda, Modern Languages RepP Rebecca (Becca) Wolff, Multimedia Arts Rep[ ]  Francisco Monsalve Santa, Sciences Rep[x]  Richard Kim, Social Sciences Rep [x]  Jennie Braman, ACS Rep & TLC Coordinator Chris Lewis, Interim Vice President of Instruction[ ]  Vacant, Student Services and Administrative Reps  |

**Guests:** Rachel Simpson (MMART)

|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
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|  | Call to Order and Agenda Review | 12:37 p.m. |  |
|  | Approval of Agenda | Motion by J. Braman, second by R. Kim. Final resolution: Approved.Yea: J. Braman, F. Shah, A. Olmedo, S. Hosseini, K. Pernell, R. Kim, J. Miranda, C. Bernard. |  |
|  | Approval of 11/5/24 Minutes  | Motion by A. Olmedo, second by J. Braman. Final resolution: Approved.Yea: J. Braman, F. Shah, A. Olmedo, S. Hosseini, K. Pernell, R. Kim. Abstain: C. Bernard, J. Miranda.  |  |
|  | Public Comment | None |  |
|  | Communication ILO*Communication ILO Review continued* | The committee continues to prepare for data collection next semester (S25) for this ILO. K. Pernell requested feedback on the definition and rubric on the ILO in a survey sent to all college constituents 11/6/24 in an effort to increase participation and relevancy across the disciplines. The committee reviewed the suggestions, received from the Multimedia, English, Communication, and Social Science departments.Following discussion, the committee endorsed updating the first definition statement with “Effectively communicate complex ideas with audience awareness”. The committee also endorsed adding a new definition statement “Use media-specific theories and strategies to communicate effectively”. A discussion around self-advocacy suggests incorporating this into the Communication ILO instead of the Personal Responsibility and Ethics ILO. The third component “Critically analyze for logic, meaning and purpose” was approved to remain as is. Goal is to take revised definition and rubric for approval to Academic Senate after committee endorses the updated Communication ILO definition.  | Liaisons from MMART and ART especially encouraged to take new definition back to faculty for feedback. Chair K. Pernell will incorporate edits and bring to next meeting.  |
|  | Information Competency ILO | K. Pernell has emailed all faculty with call for participation in the ILO data collection, with rubric and additional resources attached. K. Pernell asked liaisons to work with Department Chairs to encourage faculty to participate. Hours for assistance in this effort are scheduled for December 17, 12:30-1:30.  | Liaisons encourage faculty whose courses are mapped to Information Competency to participate, and to contact faculty whose courses are scheduled for Round 6 Fall 2024 assessment.  |
|  | Adjourn | 1:21 p.m, Next meeting Feb 4, 2025. |  |