  
**Assessment Committee Minutes**  
Tuesday, Februray 4, 2025 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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| Adán M. Olmedo, English Rep  Jenny Gough, American Sign Language Rep  Chris Bernard, Business/CIS/Economics Rep  Fatima Shah, Counseling Rep  Sepi Hosseini, ESOL Rep  Annemarie Meyer, Library/LIS Rep  Jennie Braman, ACS, Notetaker | Kelly Pernell, Assessment Coordinator & Math Rep  Juan Miranda, Modern Languages Rep  Rebecca (Becca) Wolff, Multimedia Arts Rep  Francisco Monsalve Santa, Sciences Rep  Richard Kim, Social Sciences Rep  Chris Lewis, Interim Vice President of Instruction  Amy Lee, Student Services and Administrative Reps  Lisa Cralle, Teaching and Learning Center Coordinator |

|  | **Agenda Item** | **Summary of Discussion** | **Follow-Up Action** |
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|  | Call to Order and Agenda Review | 12:35pm |  |
|  | Approval of Agenda | Motion by L. Cralle, second by A. Meyer. Final resolution  Yea: A. Meyer, C. Bernard, F. Shah, A. Olmedo, L. Cralle, J. Miranda, K. Pernell, J. Braman |  |
|  | Approval of 12/3/24 Minutes | Motion by c. Bernard, second by J. Miranda. Final resolution: Approved.  Yea: C. Bernard, F. Shah, A. Olmedo, L. Cralle, J. Miranda, K. Pernell, J. Braman, S. Hosseini  Abstained: A. Meyer |  |
|  | Public Comment | None. |  |
|  | Communication ILO  *Communication ILO Review continued* | Review of updated Communication ILO description. Update reflects feedback from previous Assessment meetings with attending members from the Art and MMART, and individual meetings between K. Pernell and MMART Chair Mary Clarke Miller and COMM faculty Maha Jacobs. Additional bullet “Use media-specific theories and strategies to communicate effectively” was discussed and added for greater involvement from visual arts. F. Shah re-introduced the following language for an additional bullet point to increase COUNS department in ILO:” Self-Advocate to attain their educational goals”. Additional bullet point approved by committee.  Yea: C. Bernard, F. Shah, A. Olmedo, L. Cralle, J. Miranda, K. Pernell, J. Braman, S. Hosseini, A. Meyer | F. Shah will bring additional bullet point and draft rubric to COUNS department for input.  K. Pernell will create a Shared Folder in OneDrive with updated descriptions to Comm ILO and Comm ILO Rubric for review by Committee Members. Also added to the folder will be the Critical Thinking ILO Rubric in preparation for next meeting’s discussion.  K. Pernell brings updates to Curriculum Committee for Course Catalogue.  Office hours February 18 designated to begin updating rubric for Comm ILO, adding rows that address missing criteria referenced by the updated language.  Liaisons review course assessment plan for Spring 2025 and highlight courses that align with Comm ILO Assessment. Alert instructors and prepare for data collection in late Spring. |
|  | Critical Thinking ILO Assessment Planning | Critical Thinking ILO’s descriptive language will be the focus of the next meeting. |  |
|  | April 15 Meeting | Because of Spring Break, Committee endorsed holding meeting on April 15 instead. Office Hours are canceled that day. |  |
|  | Next meeting: March 4, 2025 |  |  |
|  | Adjourn  Office Hours 2/18/25 | 1:16p.m, Next meeting Mar 4, 2025. |  |