

Assessment Committee
Meeting Minutes: October 25, 2019 – 4:00 PM, LHH #302

In attendance: Laureen Cantwell, Tyler Anderson, Chris Penick, Dan McClintock, David Weinberg, Eliot Jennings, Christi Sanders Via, , Ana Berrizbeitia, Mo Lamee, , Nick Bardo, Morgan Bridge, Tyler Anderson, Gannon White

Not present: Olga Grisak, Jun Watabe

I. Call to order

David Weinberg opened the meeting and thanked the introductions were done again for new members.

II. Approval of Assessment Committee Meeting Minutes from Sep 13, 2019

(Penick/Anderson) motion carried.

III. Old business

1. Discuss evaluation of program reviews and assessment reports
 - a. Dave introduced assessment checklist form used now for assessment committee to provide feedback. The committee discussed timelines for assessing program reviews (done by February to provide feedback prior to external review) followed by evaluation of new assessment reports.
2. Program Cycle Review schedule and teams
 - a. Changed of music dept to Team 2 on team sheet (typo).
 - b. Clarified Cycle 6 was not due this year
3. Spotlight on Assessment
 - a. Morgan shared the Spotlight on Assessment description for The Peace Officers Academy program and requested feedback.

IV. New business

1. Discussed if assessment committee should review SLOs for programs the year after program review to evaluate changes in SLO after program reviewer feedback. Handbook may need revision to request SLOs in early October in order to provide feedback to programs before curriculum review of changes.
 - a. Motion to collect SLOs from programs as requested this year (Penick/McClintock)-motion carried
 - b. Motion to create subcommittee to review assessment handbook for SLO requests from programs the year following a program review (Jennings/Penick/Bridge)-motion carried and subcommittee will consist of Eliot Jennings, Chris Penick, and Morgan Bridge.
2. Discussion on closing the loop on assessment
 - a. Morgan handed out presentation from Loyola Marymount University and led discussion on using assessment data to close the loop and improve programs.

V. Adjournment

Meeting adjourned at 5:03 PM.

Submitted: November 8, 2019 by Denita Weeks (Assessment Committee VP).