Assessment Committee  
Meeting Minutes: April 1, 2021 – 1:00 PM, via Zoom  

In attendance: Chris Penick, Ana Berrizbeitia, Morgan Bridge, Denita Weeks, Suzie Garner, Olga Grisak, Rhema Zlaten, Jill Van Brussel, Eliot Jennings  

Not present: Christi Sanders, Lisa Friel-Redifer, Graham Anduri, Richard Scott, Greg Baker, Gannon White  

I. Call to order  
Denita Weeks opened the meeting at 1:05p.  

II. Approval of Assessment Committee Meeting Minutes from March 4, 2021  
(Garner/Weeks) motion carried.  

III. New Business Agenda and Summary  

1. Discuss continuation of Ethical Reasoning and Informational Literacy SLO reviews;  
   a. All teams (except for team 6) have their reviews posted on the shared drive.  
2. Evaluation of the ESSL artifacts from Fall 2020 (Bridge/Weeks)  
   a. How do we get best artifacts from faculty?  
      i. Each department has a number of AACU rubric that will be used to assess their assignments. Denita shared the following ESSL Assessment Process matrix for the different departments:

<table>
<thead>
<tr>
<th>Writing</th>
<th>Critically Examine Arguments</th>
<th>Select/Use Information</th>
<th>Investigative Analytical Thinking</th>
<th>Quantitative Literacy</th>
<th>Multi-Discipline</th>
<th>Speech</th>
</tr>
</thead>
<tbody>
<tr>
<td>SBS</td>
<td>Spring</td>
<td>Spring</td>
<td>Spring</td>
<td></td>
<td></td>
<td>Present information effectively in spoken English.</td>
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<tr>
<td>History</td>
<td>Fall</td>
<td>Fall</td>
<td>Fall</td>
<td></td>
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<tr>
<td>Humanities</td>
<td>Spring</td>
<td>Spring</td>
<td></td>
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<tr>
<td>Fine and Performing Arts</td>
<td>Fall</td>
<td>Fall</td>
<td>Fall</td>
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<tr>
<td>Natural Sciences</td>
<td></td>
<td>Fall/Spring</td>
<td>Fall/Spring</td>
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<tr>
<td>Math</td>
<td></td>
<td>Fall/Spring</td>
<td>Fall/Spring</td>
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<tr>
<td>English</td>
<td>Spring</td>
<td>Spring</td>
<td>Spring</td>
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<td></td>
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<tr>
<td>Maverick Milestone</td>
<td>Fall/Spring</td>
<td>Fall/Spring</td>
<td></td>
<td></td>
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<td>Include in syllabi/Assess in Speech</td>
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<tr>
<td>Milestone Speech</td>
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<td></td>
<td></td>
<td>Fall/Spring</td>
<td></td>
<td>Fall/Spring</td>
</tr>
</tbody>
</table>

ii. We will ask faculty to create or modify one assignment to fit one or two of the AACU rubrics that are required for their department. We decided this was not an unreasonable request, given that the rubrics were designed and approved by AACU and that assignments should be meeting these criteria anyway.  

iii. One way to create assignments that meet the rubrics is to tweak current assignments to better fit the rubric, so it would be good for faculty to see the rubrics and think about the assignments early.
before the semester begins. Rhema mentioned that it would be helpful to receive instructions early in the summer so that there is enough time to plan the assignments before the semester starts, and so that the assignments are designed with intention.

iv. Denita suggested that we contact our colleagues that are teaching essential learning classes and ask/remind them to submit assignments. In other words, have us be point persons for our departments, or in the case where there are multiple programs in a department delegate to program coordinators. This way faculty does not miss the announcements from Morgan.

b. How do we get assessment information to faculty?

i. We can use the point persons to send out individual emails to the faculty to remind them.

ii. We can bring it up during department meetings – though a lot of adjuncts don’t attend these meetings or read administrative emails so following up with individualized contact would be helpful.

IV. Other Business

None

V. Adjournment

Meeting adjourned at 1:56 PM.

Submitted: April 30, 2021 by Ana Berrizbeitia (Assessment Committee Secretary).