

NORCO ASSESSMENT COMMITTEE

November 22, 2015

CSS219 12:50-1:50pm

MINUTES

Present:

Laura Adams, Assistant Professor, Psychology
Khalil Andacheh, Associate Professor, Sociology
Greg Aycock (Co-Chair), Dean, Institutional Effectiveness
Quinton Bemiller, Assistant Professor, Art
Robbie Bishara (Student Representative),
Sarah Burnett (Co-Chair), Associate Professor, Early Childhood Education
Gerald Cordier, Associate Professor, Engineering
Kevin Fleming, Dean of Instruction, Career & Technical Education
Siobhan Freitas, Associate Professor, Chemistry
Alexis Gray, Associate Professor of Anthropology
Dominique Hitchcock, Professor of French and Spanish
Stephany Kyriakos, Associate Professor, History

Absent:

Tami Comstock, Associate Professor, English
Araceli Covarrubias, Assistant Professor, Spanish
Mark DeAsis, Dean, Admissions, and Records
Diane Dieckmeyer, Vice President, Academic Affairs
Daniela McCarron, Assistant Dean, CalWORKS & Special Funded Programs
Jethro Midgett, Assistant Professor, Counseling

I. Approval of Minutes

October 22, 2015

Motion to approve/Alexis Gray

Seconded/Laura Adams

2 Abstentions

Approved

II. Motion to move Agenda Item

Sarah asked for a motion to move agenda item – Review of the Senate Subcommittee Report to first item.

Motion to approve/Alexis Gray

Seconded/Laura Adams

Motion carried

III. New Business

- Review of the Senate Subcommittee Report
 - Statement of Purpose to be revised as follows:
 - The Norco Assessment Committee (NAC) is a standing committee of the Academic Senate, comprised of ~~representatives from (all) academic departments as well as~~ *faculty, students, and* administrators with particular interest in or responsibility for learning outcomes assessment. The NAC formulates and helps to implement policy on all aspects of assessment at the college, including processes for gathering information on student learning and using data to improve courses, programs and institution-wide learning outcomes.
 - ✓ Do all departments need to be represented?
Discussion: It was felt that it was not necessary to have all departments represented on the NAC. The important determining factor would be that the faculty member be knowledgeable and willing to do the dedicated work to accomplish the committee goals. However, all faculty members are welcomed and encouraged to attend. The question was raised as to how will information be disseminated to the departments or get reports back from the departments? Further discussion needed.
- How does the committee align with Norco College's Mission?
 - Norco College serves our students, our community, and its workforce by providing educational opportunities, celebrating diversity, and promoting collaboration. We encourage an inclusive, innovative approach to learning and the creative application of emerging technologies. We provide foundational skills and pathways to transfer, career and technical education, certificates and degrees.
 - Members agreed that NAC aligns with the mission statement.
- Is the committee satisfied with its membership?
 - At present the committee feels the membership is fine as it stands.
Discussion: It was suggested that any new members be paired with a current NAC member to be mentored. It was brought to the attention of the committee that Math and Science will be splitting. NAC then would like additional representation.
- Committee's Assignments to Strategic Planning Goals and Objectives 2013-2018 – Do you feel these reflect our mission?
 - Goal 5: Strengthen Student Learning
Objective 2: (together with SSPC) Increase the percentage of students learning and service area outcomes assessments that utilize authentic methods.

Objective 3: (together with SSPC) Increase the percentage of programs that conduct program level outcomes assessment that closes the loop.

Objective 4: (together with DE) Increase assessment of student learning in online courses to ensure that it is consistent with student learning in face-to-face courses.

Discussion: The committee feels at present these reflect in mission. Sarah brought forward Goal 5, Objective 5: Increase the number of faculty development workshops focusing on pedagogy each academic year for the committee's review. The consensus of the committee was to hold off adding this objective. Greg stated the committee should review the goals, objectives, and activities each term, and stated he sees the committee aligning more with Distance Education, as a joint effort, and suggested that NAC invite someone from Distance Education to attend a meeting and start a conversation.

- Please state what the committee has done or will do during the fall 2015 semester to address each Goal and Objective mentioned above.
 - Objective 2 & 3, Activities that have been completed:
 - Revise assessment portion of program review template (both comprehensive and annual) to focus on PLO assess.
 - Establish a rotation cycle for program-level outcome assessment.
 - Objective 2, Hold for spring.
- Is there anything else the committee would like to report to the senate?
 - None at this time.
- What assistance does the committee need from senate?
 - Sarah brought to their attention the need for help getting assessments back in when they are due.

Handout

IV. Ongoing Business

- Any final input on the Assessment section of the Annual Comprehensive Program Review document
 - Question on the rubric, and reviewed scoring possibilities.
 - No changes in rubric.

Handout

- Revision of Assessment section of the Comprehensive Program Review for fall 2016/spring 2017 – Tabled for next meeting.

V. Recap of the Follow-Up Visit

The representation was great, and it was an awesome job by all.

Meeting adjourned at 1:50 pm.