



Norco Assessment Committee Minutes

04/26/2018 12:50-1:50 in ST 107

Present: Greg Aycock, Courtney Buchanan, Tami Comstock, Janet Frewing, Glen Graham, Alexis Gray, Stephany Kyriakos, Samuel Lee, Jethro Midgett, Jose Sentmanat, Tim Wallstrom, Jeff Warsinski, Kara Zamiska, Debbie Karrer (recorder)

Absent: Laura Adams, Daniela McCarson

- **Call to order**

- **Approval of Minutes:**

- 03/22/2018 minutes. Motion to approve minutes - Alexis, second by Glenn

- **Today's Topic**

- **2016-2017 Annual Assessment Report:**

- Greg went over the Annual Report, and pointed out some highlights:
 - Fall 2016 program assessment as a huge - project. Had 95% completion rate.
 - Need to get AOE's in Nuventive, no one owns AOE's at this time.
 - Program assessment data showed students grouped into two or more groups based on units completed. Statistical analysis identified whether the groups mean differences were statistically different. If the group with more program units completed was significantly higher than the lower groups, it was assumed that students were progressing in learning of the ProLO.
 - Did not focus on course SLO assessment in 2016-17, due to focus on programs, however, focus has returned to course SLOs in current year.
- You can go to the Norco College Website to see the entire report.
- Motion to approve "2016-2017 Annual Assessment Report" – Alexis, second by Jose. Motion passed.

- **Rotation Cycle**
 - Motion to accept “Rotation Cycle” – Jose, second by Kara.
 - Discussion:
 - Alexis – do we need an extra term to close the loop on data that’s collected in previous semester? Greg – No, there may be some concurrent assessments going on if additional assessment is needed to close the loop. However, we do not know which will have attained their benchmarks on the first assessment, and which will need further assessment to close the loop.
 - Stephany – How do we pick which courses need assessment? Greg – For GELO’s and AOE’s, they will be chosen for you. ADT, CTE, and SLO’s determined by the discipline.
 - All assessments have to complete by 2020.
 - Motion passed, no one opposed, no abstentions.

- **Update on Fall 2017 unassessed SLO’s**
 - **Greg** - List of unassessed SLO’s sent to Department Chairs, VP’s and Deans, and Peggy. Cannot have even one SLO go unassessed.
 - **Dr. Lee** – propose a strategy or method to move forward. Dr. Lee will support it, to get the Deans engaged on behalf of committee to help move this forward.
 - Need to retroactively input of SLO’s in Nuventive.
 - **Dr. Lee** – Any way he could support point faculty members?
 - **Kara** – encourage part timers, and reiterate they will get 3 hours of pay, list of 5 questions go to classroom take 5 minutes to fill out then collect them and Kara would do the data analysis.
 - Have a faculty discipline discussion, to come up with assessment questions that we could embed in all of our disciplines.
 - Dr. Lee – Does not want to get a head of the committee, but if there is anything, he can do to help. Suggestion – would it be helpful to create a cheat sheets with a list of 5 questions for every course, that the discipline agree upon? There could be a library with all the cheat sheets, and can be accessed if necessary.
 - **Greg** – Research and Assessment Manager will be able to provide the number crunching, provide data, in addition to sitting down with anyone who needs help with the assessment.
 - Short list of 73 SLO’s not assessed yet, will be sent to all NAC members.

- **Scoring for Assessment Section of Program Review**
 - New technology platform for Program Review however does not have a section for the assessment. (No tables in Nuventive, data cannot be linked)
 - There will be no scoring for assessment this year.
 - **Greg** – spoke with Nuventive and they will be working with us to update software

- Have a blank slate. We can start at bottom suggestions on what we can do, maybe have, drop down menus, hover buttons, action ideas, have consistency, and as a group create a tutorial video.
 - **Greg** – Create a small sub group to discuss “Where do we take it from here”.
 - Members Greg, Laura, and Alexis, and anyone else interested in being on committee.
 - **Ask disciplines to check all programs, courses and outcomes in Nuventive Improve.**
 - Look at your disciplines to make sure information is correct.
 - Laura went from just A to C and came across about 27 errors.
 - Courses that have been deleted still in Nuventive
 - Courses that should be Nuventive not in
 - SLO’s and ProLO’s not updated
 - Some new programs are not in Nuventive
 - There are no Programs in Meta, the hard copies are with Heather Edberg.
 - The only way to find out if a program outcome is current is by having discipline faculty look at it.
 - **NAC Representative on Curriculum Committee**
 - Glen Graham and Jeff Warsinski are both on the Curriculum Committee
- **Future meetings:**
 - In addition to regular meeting, there will be a special meeting on **May 31, in CSS 217 - AOE Assessment Discussion**
- **Good of the Order**