



Norco Assessment Committee Minutes

03/22/2018 12:50-1:50 in ST 107

Present: Greg Aycock, Laura Adams, Courtney Buchanan, Tami Comstock, Araceli Covarrubias, Janet Frewing, Glen Graham, Alexis Gray, Stephany Kyriakos, Jethro Midgett, Jose Sentmanat, Jeff Warsinski, Kara Zamiska, Debbie Karrer

Absent: Dr. Samuel Lee, Daniela McCarson, Tim Wallstrom

- **Call to order**

- **Approval of Minutes:**

- 11/9/2017 minutes had a small change of "Excel document" to "Google Spreadsheet", Motion to approve – Courtney, second by Jose, 2 abstentions
- 02/22/2018 minutes. Motion to approve minutes - Kara, second by Glenn, 2 abstentions.

- **Today's Topic**

- **Rotation Cycle - LAURA**

- a) New Assessment schedule for the next 6 years. (Going over the handout)

- 1) Greg and Laura worked on the schedule and decided to get rid of a lot of the planning.
- 2) The six-year rotation plan spreadsheet handed out at meeting, shows specific guidelines to GELO (General Education Learning Outcome) assessments, and Area of Emphasis (AOE) Degrees for the next 6 years.
- 3) For ProLO (program learning outcome) Assessment - Associate Degree for Transfer (ADT), Career Technical Education (CTE) and Course SLO assessments, will be set by each discipline to complete all ProLO's in the 6-year period.
- 4) Greg: We need to shift the responsibility from the assessment coordinator and dean of institutional effectiveness to academic disciplines to complete assessment of SLOs. Nuventive Improve software allows planning 6 years in advance, and provides a better overview of assessment planning than the

Google spreadsheet. This reflects agreement with NAC, since assessment is a faculty-led enterprise.

- 5) Question: When it comes to the GE assessment, generally, we assign those to specific disciplines who have that component. Will this stay the same?
Laura – Yes
 - 6) Knowing the GELOs will probably have to be rewritten, with the revamping of moving to schools, should we still MAP now or give it a semester to see what is happening? Answer – the GELOs are not going to be revamped for at least 1 year to 1 ½ years, so the GELOs can still be mapped. The new GELOs should be close to the old ones.
 - 7) There is not a current matrix of GELOs with the courses that map to each GELO.
 - 8) Course outline on CurricUnet is not accurate when it come to the mapping of the general education Learning. There are multiple mapping problems and link problems in the CurricUnet system that need to be addressed.
 - 9) Rotation cycle needs to potentially be voted on. Will be action item for next meeting, will then go to senate as recommendation from committee after vote.
- b) ProLO's & GELOs (General Education Learning Outcome) to be assessed this semester.
- 1) One General Education Learning Outcome going to be assessed this semester, which is the "self-development and global awareness, will collect data this semester. Will then have interpretation and discussion meeting for area of emphasis degree and communication media and languages.
 - 2) Looking into trying to find someone who knows how to export the SLO's and Corresponding GELOS from CurricUNet
 - 3) If a class is cancelled, that was scheduled for assessment, the faculty member should contact NAC and it will be removed.
- c) Update of SLO Assessment in courses not assessed in the last six years: (Greg)
- 1) Little over 43% of SLO's that were schedule for Fall 2017 were accessed. Will be sending the information to the DOI, however, Alexis brought up that the information might be more effective to send to the Department Chairs first.

d) All ProLO's must be assessed in all programs before spring 2020.

- 1) Can probably use Google Spreadsheet like before, since it did work the last time, however, have to get campus awareness of the fact that before the accreditation visit we have to have to make sure that all of our Programs have the ProLO's assessed.
- 2) For SLO's, talked about boot camp in beginning of semester maybe have better attendance, letting them know that SLO's should be done 2 weeks after classes start, will try this for fall semester. However, need more professional development and training for the Program Learning Outcomes (ProLO's).
- 3) Ideas on how to help faculty members with their SLO's: create a model for those faculty members who need some kind of guidance. Most faculty members just want to be told what to do and they'll do it and other faculty members know exactly what to do and will run with it.
- 4) Reminder, the "Research and Assessment Manager" position is still out there and one part of the position will be to oversee an assessment lab every Friday, to help faculty with their assessments.

- **Membership: (Laura)**

- Following is the updated NAC committee members:
Greg Aycock, Laura Adams, Courtney Buchanan, Tami Comstock, Araceli Covarrubias, Janet Frewing, Glen Graham, Alexis Gray, Stephany Kyriakos, Dr. Samuel Lee, Daniela McCarson, Jethro Midgett, Joe Sentmanat, Tim Wallstrom, Jeff Warsinski, Kara Zamiska

- **Assessment Highlight: Guided Pathways Pillar IV – Ensuring Learning (Handout) (Greg)**

- Represents a radical change on how higher education does things
- Need to change the number of options confronting students which has led to non-completion
 - Simplify by bringing down the number of classes to choose in general education, so the students can see path to get certificate, or degree.
- Based on 4 Pillars: Clarify the Path, Enter the Path, Stay on the Path, Ensure Learning.

- Norco College has created a Guided Pathways work plan for chancellor office.
- Chancellor's office is funding as many colleges as applied for Guided Pathways is funding.
- Assessment most important aspect of Guided Pathways because it determines whether student learning is impacted in the midst of this radical change. Will have to do more authentic on assessments.
- Guided Pathways is going to try to change things so students will actually have completion.
- Norco College has a 9.8% completion rate for new students.
- Jose:
 - Understanding - Guided Pathways was a proposal of improving our completion rate at Norco. Greg: It is to address that.
 - Bottom line we want to increase the number of students that are actually graduating.
 - Assessment of SLO's there to help measure whether or not students acquire skills we want them to acquire.
 - Not understanding the modification of the new guided pathways.

Ran out of time for this meeting. Greg: We will continue the discussion of the Guided Pathways at next meeting.

- **Committee Membership and Future meetings:**

- Next meeting will be:
April 26 in ST 107

- **Good to the Order**