



**Norco Assessment Committee
Minutes for May 20, 2026**

9:00 am – 10:30 am
Occupation Center (OC) 116

Meeting Participants

Committee Members Present Quorum: 6

Hayley Ashby (co-chair), Cheryl Cox, Eric Doucette, Ashlee Johnson (co-chair), Stephany Kyriakos, Bibiana Lopez, April Mejia, Roberto F. Perez, Timothy Russell, David Schlanger, and Aldo Yañez Ruiz.

Committee Members Not Present

Bani Ghosh, Ted Jackson, Jethro Midgett, David Schlanger, Jim Thomas, and Jude Whitton.

Guest(s)

Laura Adams

Recorder

Charise Allingham

1. Call to Order

- 9:00 am

1.1 Comments from the Public

2. Action Items

2.1 Approval of Agenda

- MSC (Tim Russel/ Bibiana Lopez)

2.1 Conclusion

- Approved by consensus

2.2 Approval of April 22, 2026, Minutes

- MSC (Stephany Kyriakos/Eric Doucette)

2.2 Conclusion

- Approved by consensus

2.3 Assessment Handbook 2nd read

- MSC (Stephany Kyriakos/Bibiana Lopez)

Feedback: The handbook was reviewed, and appreciation was shared for its clear guidance on disaggregated data (p. 17-18) and equity evaluation prompts (p. 18).

Recommended edits:

- Replace "comprehensive program review" with "program review cycle" for clarity and accuracy.
- Update the contacts to include the new faculty co-chair-assessment coordinator information starting in Summer 2026.

Suggestion to provide a short, visual "quick guide" booklet based on the high-level information in the handbook-summer/fall project.

2.3 Conclusion

- Approved by consensus with recommended updates/edits

2.4 Assessment Chair Nomination and Election

- MSC (Tim Russell/Stephany Kyriakos)
- This is Ashlee's last meeting as the faculty co-chair. The committee shared their gratefulness and appreciation for all the work Ashlee has done for the committee and assessment these past six years. Ashlee has done an amazing job; she brought us into a new era of assessment.
- New position will start at the end of this Spring 26 semester.
- Eric Doucette was nominated and accepted.

2.4.a Faculty Assessment Coordinator Position

2.4 Conclusion

- Eric Doucette was unanimously elected as the new faculty co-chair for a two-year term, starting summer 2026.

2.5 Alignment with the Strategic Plan (5-Year Cycle) -First Read

- MSC (Tim Russell/Stephany Kyriakos)
- Proposal to align the assessment cycle with the five-year strategic plan.
- Program Review is working to align with the strategic plan. Because of the close relationship between program review and assessment, this proposed alignment will help ensure that assessment efforts consistently support current strategic goals and prevent reporting on or supporting outdated priorities.
- Currently, assessment is a six-year cycle to align with program reviews' current 3-year cycle because assessment data is used to inform program review and to support goals and resource requests.
 - Concerns were shared that the current assessment cycle would be shortened and cause concern. This proposal would line up with the end of the current cycle, which ends in SPR27.

Motion to amend the proposal to approve aligning the assessment cycle with the program review cycle, which would mean a move to a five-year cycle if program review moves to a five-year cycle to align with the strategic plan.

- (Stephany Kyriakos/ Eric Doucette)

2.5 Conclusion

- This will return for the first meeting in the fall to allow for communication and feedback from areas and disciplines.

2.5 Follow-up Items	2.5 Task of	2.5 Due by
Discuss at department meetings and bring feedback to the next meeting	Committee members	Next meeting

3. Discussion Item

3.1 Canvas Outcome Dashboard Status: Academic Senate Approval

The Nuventive Outcomes dashboard updates were unanimously approved at the May 4th Academic Senate meeting.

- The new filters have been added to the dashboards and are available for use in Nuventive.
- A form was created and will be distributed for faculty to request their unique Canvas ID, which enables filtering dashboard data to their specific course data.
 - Once the form is submitted, faculty will receive an automated email with directions on how to find and filter by their Canvas ID. The actual Canvas ID will be sent in a separate email within 48 hours to help maintain confidentiality.

3.2 Course Outcome Assessment Form in Nuventive-Pilot Updates and Feedback

An ad hoc team met since the last meeting to develop guiding text for the current prompts and resources to help faculty complete the form in a meaningful way.

- The updated guiding text was added to the prompts in Nuventive, and an example was created as a guiding resource.
 - Both the guiding text and resource were well received.
- In response to the updated dashboard views, a new prompt will be added to the form to guide faculty in reviewing potential equity gaps and identifying areas of success:
 - Are there differences in achievement of “mastery” within demographic subgroups (ex: Female students attaining “mastery” at higher rates than Male students)?
- Please continue to use and review the course outcome assessment form in Nuventive and provide feedback.

The Legacy Project team met last week and discussed PLO Reporting. It was suggested to expand the use of the "Assessment Observation" section tab in Nuventive to also be a place for reporting PLO results in addition to higher-level overall discipline observations, with guiding text added to the prompts and a new guide/worksheet to assist faculty in completing this section.

- The changes/actions plan and monitoring/progress tabs need to be updated and addressed in fall.

3.3 Fall FLEX

Suggestions for FLEX included:

- Focus: Shift the culture of assessment from compliance (“checking boxes”) to continuous improvement (seeing the value of assessment).

Suggested content:

- "The Why": Share success stories of faculty using assessment to improve teaching.

- Please share any examples that can be used where assessment has led to actionable improvements
- "The How":
 - Provide a walkthrough of the Course Outcome Assessment form and provide resources for completing.
 - Nuventive dashboards review- address the new updates
 - Demonstration of the Canvas ID filter on the dashboard.
 - Provide guidance on completing assessment schedules for the current and next cycles.

The assessment team will work on the FLEX presentation over the summer.

3.4 Project Team Updates

- The committee discussed the current project teams. This semester, the Legacy team was the only team that continued meeting with limited participation. The team made progress and will continue developing a plan for program and institutional outcome assessments.
- Going forward, it was decided to create project teams or ad hoc groups as new deliverables and priorities are identified and needed.
 - The ad hoc team formed after the last meeting to address help text and resources for the course outcomes assessment form in Nuventive worked well, with deliverables already obtained and implemented.

4. Information Items

4.1 Canvas Outcomes Updates

- A coding error was identified in course modality data, where courses coded as OLL (online lab) were incorrectly classified as in-person. District DE was notified and updated the coding to correctly reflect these courses as online.
- Requests for standardized assessment methods and data have been raised multiple times. In response, the assessment team is developing a plan and process that may include a new dashboard view, filter, and/or report that allows data to be filtered by assignment.
 - Note: consider a process that also includes assessing pre and post-tests.

4.1.a New Quizzes

- Currently, new quizzes data are not populating the Nuventive dashboards. The data is now available through the API and should be included and available by Fall.
- The use of quizzes for assessment is limited because the data is not aggregated and does not align with rubric-based evaluation, because results are reported only in a binary format. Because of this and other limitations, the use of quizzes for assessment is not currently encouraged.
 - The assessment team will continue exploring ways to make using quizzes for assessment and quiz data more meaningful and useful through dashboard design improvements and the possible use of naming conventions for filtering.

4.2 Area Updates

4.2.a Accreditation

Please note: It's not too late to submit information and to gather outcome data; the ISER will be updated until it is submitted.

4.2.b Schools, Counseling- no report

4.2.c IE/Administrative- no report

4.2.d Library- no report

4.2.e LRC- no report

4.2.f Student Services- no report

5. Good of the Order

- The committee expressed appreciation to Ashlee for her dedication and hard work in support of assessment and the committee, and wished her continued success in her next role at Norco College.

6. Future Agenda Topics

- NAC Charter

7. Adjournment

- 10:20 am

Next Meeting

Date: September 16th, 2026