

San Diego Mesa College  
Committee on Outcomes and Assessment

Meeting Notes

February 21, 2023

4 p.m. – 5:00 p.m., Zoom

<b>ATTENDEES</b>	<b>School Representative</b> <i>(Not to exceed 3 Deans*)</i>
Hai Hoang, Co-Chair	Monica Romero (Absent)
Eliza Rabinovich, Co-Chair	Amanda Johnston
Leslie Shimazaki, Co-Chair	Leslie Shimazaki
	Alison Gurganus (Absent)
<b>Membership Areas</b>	Saloua Saidane
Ailene Crakes	Donna Duchow (Absent)
Larry Maxey	Nathan Resch
John Crocitti	Andrew Hoffman
Michael Temple	SBS – Vacant
Anda McComb	Mark Manasse (Excused)
<b>Advisory</b>	<b>Classified Professionals: VACANT</b>
Ashanti Hands	
Lorenze Legaspi (excused)	
Justin Estep CRC (Curriculum Review Committee) (excused)	<b>Students: VACANT</b>
<b>Administrative Support:</b> Gity Nematollahi	<b>Guests:</b> Alex Berry (CTE)

**Agenda Item A: Call to Order: Leslie Shimazaki at 4:03 p.m. Via Zoom**

<b>DISCUSSION:</b>
<ol style="list-style-type: none"> <li>1. Call to Order</li> <li>2. Approval of February 7, 2023, minutes             <ol style="list-style-type: none"> <li>a. Motion to approve from Amanda Johnston, second by Nathan Resch approved by all.</li> </ol> </li> </ol>

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• Post approved minutes to the website</li> </ul>	<ul style="list-style-type: none"> <li>• Gity Nematollahi</li> </ul>	<ul style="list-style-type: none"> <li>• Before the next meeting</li> </ul>

**Agenda Item B: Continuing Business**

<b>DISCUSSION:</b>
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**Committee Commitment and Representation:**

- 1) Concern about the number of vacant spots on our representation and membership list, especially amongst our classified professional representation. One reason could be the managers or supervisors may not be supportive of the time that it takes for classified professionals to attend these meetings
- 2) Suggested Resolution:
  - A) Prioritizing getting those positions filled
  - B) Reaching out to the classified senate
  - C) where appropriate, asking for administrative support when we go back to our constituent groups
  - D) Reviewing the membership and the representation next time we revisit our purpose and our next list of deliverables and goals.
- 3) Suggestion for committee members: committee members remember that you are representing the voice of your constituents; also, it is important to take information (brief note) to them.

**Nuventive Update:**

- 1) The core team met last week with the Nuventive Consultants.
- 2) Nuventive suggested keeping it a small group that meets every week to create a draft of what the workspace could look like. The larger workgroup's first meeting is this Friday (2/24).
- 3) There is also a larger work group:
  - A) This group should have representation from different areas on campus.
  - B) Some members of this group would help us create tutorials and videos in the summer and help us train the campus in the fall semester.
- 4) Hai, Liza, and Lorenze will meet to work on funding details (where the funding will come from).
- 5) In the next couple of months, we will have a draft/model to show and share with them the campus
- 6) Hai and Liza will present to the Academic Senate later this semester.
- 7) In response to the Academic Senate's request for Nuventive to join a meeting, Nuventive would need to coordinate with various topic consultants. Logistically, this is not possible. However, per their normal procedure, they will be glad to answer any questions that our senate has. If the senate can coordinate a list of questions, they will be forwarded to Nuventive.

**Work Groups to Create Action Plan and Next Steps:**

Members identified which one of these three deliverables they would be interested in working on. The meeting was divided into 3 break-out rooms to discuss these deliverables. Members should discuss what it means to you and produce actions items and steps to work on these deliverables.

D: Expand professional learning and create tools for communities of practice.  
E: Develop a tool to assess our ILOs (Institutional Learning Outcomes).  
F: Provide information on different types of learning assessments.)

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
none		

**Agenda Item C: New Business**

DISCUSSION:			
<p><b>Outcomes Summit (Tabled):</b></p> <p>1)COA has a canvas shell that members can self-enroll. It has different modules, for example: professional learning and authentic assessment (please see image below).</p> 			
<p>A) Two colleagues from the English department, Kim Lacher, and Jenn Derilo attended the assessment and digital learning course which was funded by the Innovation Grant.</p> <p>B) They had a zoom workshop during convocation, and then they created this module for faculty to learn about creating equitable rubric.</p> <p>C) We are hoping these deliverables at least D and F will be added into canvas. In the meantime, please enter your work into this space at <a href="#">Microsoft teams</a></p>			
<p><b>Review ILOs:</b></p> <p>1) Office of IE (Institutional Effectiveness) leads ILOs through graduate survey, but we are looking into finding an alternate way and more effective tool to assess the ILOs.</p>			

- 2) Suggestion: what other departments are using so we do not reinvent the wheel. For example, group number 3 will research internally or off campus and provide information on different types of learning. (Possible Action item for that group)
- 3) ILOs were approved by this committee in 2016. It is not necessary to revise them. But maybe we should look at it the next meeting.
- 4) The outcome summit is going to be April 21<sup>st</sup>. The professional learning group is going to help plan some agenda items next week.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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**Agenda Item D: Announcements/ Adjournment**

**DISCUSSION:** At 5:00 PM

- 1. [COA 22-23 Membership](#)
- 2. [COA 22-23 Meeting Schedule](#)
- 3. Next Meeting: March 7th, 2023

Submitted by: Gity Nematollahi

Approved on: