

SAN DIEGO MESA COLLEGE

Committee on Outcomes and Assessment Minutes

November 7, 2023
Zoom: 876 9601 0293
4:00 p.m. to 5:00 p.m.

Attendees

Hai Hoang, Catherine Cannock, Ayana Woods, Ailene Crakes, Nathan Resch, Ashanti Hands, Isabel O'Connor, Saloua Saidane, Liza Rabinovich, Monica Romero

Absent: Mark Manasse, Larry Maxey, Donna Duchow, Inna Kanevsky, Amanda Johnston, Janue Johnson, Alex Berry, Rachel Russel, Lisa Burgert, Michael Temple, Andrew Hoffman, Leslie Shimazaki

Call to Order

1. Meeting called to order at 4:07 p.m. by Hai Hoang
2. Approval of [October 17 Minutes](#)
3. Approved on 11.7.23
 - Motioned - Ayana Woods
 - Second - Monica Romero

Check in - Communication Loop

Reviewed idea for an email to be sent to new Classified employees. The committee agreed that a smaller version would be most appropriate. One page document with FAQ's.

Continuing Business

- **Nuventive Update:** There have been some issues with IT and the ability to add users to Nuventive. It has been resolved and Eliza Rabinovich can add users as needed.
- **[Handbook Update:](#)** The committee took 15 minutes to review chapters 4, 5, and FAQs of the handbook and either made edits directly to the handbook or returned to the meeting with suggestions.

New Business

- **COA strategies to turn results into impactful activities**
 - The committee discussed how we can get participation in COA. We could be going to present at places and spaces where people are already at, for example NCI, NFI, supervisor training, adjunct faculty institute
 - Gathering data on the current needs of the DOCS: topics, activities, support
 - Two broad topics
 - Process: what do people need to ensure process is happening?

- Outcomes: what do we do with the results?
 - Are there any general trends on campus that we can utilize as a professional development activity or activities?
 - Saloua Saidane offered to host a workshop or some form of presentation to show best practices in her area
- Committees will continue to discuss how we can use the information gathered from people's own outcome assessments to support student learning

Action Items

Final edits and content additions to be made to the [Handbook](#) by December 5 in order to vote at following meeting.

Next Meeting

February 6, 2024

[Meeting Schedule](#)

Adjournment

Meeting adjourned at 4:53 p.m. by Hai Hoang

Minutes

Submitted by: Catherine Cannock

Approved on: December 5, 2023