San Diego Mesa College

Committee on Outcomes and Assessment

Meeting Notes

December 6, 2022

4 p.m. – 5:00 p.m., Zoom

ATTENDEES	School Representative *(Not to exceed 3 Deans*)*
Bridget Herrin, Co-Chair (excused)	Monica Romero
Eliza Rabinovich, Co-Chair	Amanda Johnston
	Leslie Shimazaki
Membership Areas	Alison Gurganus / Mark Manasse
Ailene Crakes	Saloua Saidane (absent)
Isabel O'Connor	Donna Duchow
John Crocitti	Nathan Resch
Michael Temple	Andrew Hoffman
Anda McComb	SBS – Vacant
Howard Eskew (absent)	
Sahar (Mona) King (excused)	**Classified Professionals:** VACANT
Larry Maxey (absent)	
	Students: VACANT
Advisory	
Ashanti Hands	
Lorenze Legaspi (absent)	
Justin Estep (CRC)	
Administrative Support: Stephanie Oldengarm	**Guests:** N/A

Agenda Item A: Call to Order: Bridget Herrin at 4:04 p.m. Via Zoom

DISCUSSION:

1. **Call to Order**
2. **Approval of November 15, 2022, minutes**
    a. The draft of the agenda and minutes were emailed to the COA committee prior to the meeting for review.
    b. The minutes from November 15, 2022, M/S by Leslie Shimazaki and Anda McComb and approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• **Post approved minutes to the website**	• **Stephanie Oldengarm**	• **Before the next meeting**

Agenda Item B: Continuing Business

DISCUSSION:

1. **Nuventive update**
   a. Program Review space is almost ready to launch. Currently working on getting all Mesa employees access and building the dashboard, will be assigning roles to areas folks need access to/permissions.
   b. The next step will be working on the Outcomes space. Liza has met with some DOCs for feedback on the language. Will be putting out call for workgroup in the Spring. Working to secure funding for trainers.
   c. Everyone has access to Nuventive sandbox and able to familiarize themselves with the build, give any feedback.
2. **Handbook Draft Review (Objective: Finalize and Approve Ch. 1-3)**
   a. Ch. 1 – Introduction
      i. Removed redundant language from "Who Benefits" Faculty, Classified Professionals and Administrators section.
      ii. The Role of the Student
         o Revised the sentence "Ultimately, the role of students is to attend class, take notes, study, ask questions, and meaningfully engage in their learning" to "Ultimately, the tole of students is to meaningfully engage in the learning process."
         o Confusion regarding student involvement in the outcomes assessment process, how outcomes are embedded/shape graded assignments/student participation and making them aware.
         o Ideas about reframing section to include examples of what students can expect regarding outcomes in their courses, faculty/instructor's responsibility to inform students of outcomes.
         o This section is meant to be transparent, understanding that students play a role in outcomes assessment.
      iii. Edits will be made to reflect that it is the faculty's responsibility to inform students of outcomes; will send out and take vote over email.
   b. Ch. 2 – Timeline and Cycle
      i. Summer workgroup met to establish timeline for 4-year cycle.
      ii. Year 2 – Will add language that reflects programs that assess each semester.
      iii. Year 4 – Modified language to state "Prepare review summary of CLO data as one way to assess PLOs at the start of next cycle."
3. **Outcomes Workshop – March 3, 2023 (Tabled)**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• **Forward any potential folks who can fill seat vacancies**	• **Anyone**	• **Ongoing**
• **Make edits to Handbook draft and share out via email for vote**	• **Liza, Bridget, Stephanie**	• **Before the end of Fall semester (12/16/22)**

Agenda Item C: New Business

DISCUSSION:
1. **Pathways and Outcomes (Tabled)**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• **N/A**	• **N/A**	• **N/A**

Agenda Item D: Announcements/ Adjournment

DISCUSSION:
1. COA 22-23 Membership 2. Next Meeting: February 7, 2023 3. COA 22-23 Meeting Schedule

Submitted by: Stephanie Oldengarm

Approved on: