

SAN DIEGO MESA COLLEGE

Committee on Outcomes and Assessment

Minutes

March 4, 2025

4:00 – 5:00 PM

Zoom ID: 876 9601 0293

Attendees

Ashanti Hands, Isabel O'Connor, Larry Maxey, Todd Curran, Monica Romero, Andrew Hoffman, Hai Hoang, Liza Rabinovich, Amanda Johnston, Michale Temple, Cynthia Rico, Katie Palacios, Nancy Cortes

Guest: Dina Miyoshi

A. Call to Order

1. Hai Hoang at 4:03 pm

B. Approval of Agenda 03.04.25

Agenda: Shared in the chat. Members were invited to suggest edits or additions.

Motion to Approve: Monica Romero

Seconded by: Andrew Hoffman

Outcome: Approved by majority

C. Approval of Minutes 02.18.25

Motioned: Andrew Hoffman

Seconded: Monica Romero

Abstained: N/A

Approval: Approved by majority

D. Communication Loop

1. Updates from Members

- a. EXSC worked to identify faculty who have not completed CLO assessments. Nathan and Todd have set up office hours where faculty log in and complete missing assessments. The department expects 75% completion by the end of spring.

- b. Syllabus verification process is progressing but taking longer due to missing syllabi. Faculty members are providing additional feedback during reviews.

2. Updates from Co-Chairs

- a. DOC Support Hours: Started last Friday (2/28), with ongoing one-on-one support for student services and instructional areas.
- b. ACCJC Subcommittee: Meeting held last Monday (2/24), focusing on curriculum alignment.
- c. Nuventive Audit: CLOs and PLOs have been submitted to the district for review, with results expected in two weeks.
- d. Meta & Syllabus Updates: Efforts are underway to ensure consistency across Nuventive, syllabi, and Meta, with update processes to be discussed at the next ACCJC Subcommittee meeting.

E. Continuing Business

- 1. Adherence to Outcomes Assessment (slide 9 and 10)
 - a. **Resource Request Rubrics:** Discussion on including compliance with outcomes assessment in resource prioritization rubrics.
 - b. **Language Development:** COA will draft initial language for resource prioritization committees to review.
 - c. **Compliance Reporting:** Discussion on defining compliance levels (e.g., 75%) and how to track non-compliant programs.
 - d. **Reinstatement Process:** Proposal to add a bullet point clarifying how programs can regain eligibility for resources.
 - e. **Deadline Clarification:** June 30th remains the deadline for assessment submission, but discussions continue aligning it with assessment schedules.
 - f. **Implementation Timeline:** New policy will tentatively take effect in 26-27, allowing departments time to adjust.

F. New Business

1. ACCJC Draft Report

- a. Committee members encouraged to review the draft and provide feedback on layout, content direction, and supporting evidence.
- b. The draft will remain internal to COA for further refinement before being shared externally.

2. Course CLO Management Process

- a. **Inactive Courses:** A process is now in place to “hide” courses that are not being offered at Mesa but remain active in Meta. This will prevent negative impact on assessment data.
- b. Departments should inform Liza if they need to hide courses.

3. Curriculum Review Process for CLO Updates

- a. **Proposal:** New Course CLOs will be added to CRC agendas to ensure easier tracking.
- b. Discussion on integrating outcome updates into the curriculum process, potentially with a checkbox to indicate changes resulting from assessment.

G. Announcements & Resources

- **Next Meeting:** 03/18/25
- **Resources:**
 - [ACCJC Accreditation Standards-2024](#)
 - [Outcomes Assessment Handbook](#)
 - [Meeting Schedule 2024-25](#)
 - [Outcomes Process Documentation](#)
 - [Outcomes Glossary](#)

H. Action Items / Next Steps

1. **Andrew Hoffman** will draft a revised compliance policy.
2. **Committee members** will review the ACCJC Report draft and provide feedback.
3. **CRC members** will discuss adding a CLO review step to the curriculum process.

Adjournment

- The meeting adjourned at 4:52 PM

Minutes Submitted By: Liza Rabinovich

Approval Date: