

**San Diego Mesa College
Committee on Outcomes and Assessment
Meeting Notes
November 07, 2017
3:45 p.m. – 5:00 p.m., MC 211A**

ATTENDEES	Madeleine Hinkes, Co-Chair	
	Kris Clark, Co-Chair	Mary Gwin
		Ed Helscher
	Rachelle Agatha (excused)	Linda Hensley (excused)
	Leela Bingham	Bridget Herrin
	Ailene Crakes	Charlie Lieu
	Monica Demcho (excused)	Pam Luster (excused)
	Donna Duchow	Tim McGrath (excused)
	Howard Eskew	Tina Recalde (excused)
	Rob Fremland	Saloua Saidane (absent)
	Sean Flores	Michael Temple (absent)
		Guest: Danielle Lauria and Janna Braun

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:50 p.m. in MC 211A.

DISCUSSION	<p>Approval of October 31, 2017 Minutes</p> <ul style="list-style-type: none"> • The minutes draft was emailed to COA prior to the meeting for review. • The minutes were M/S by Rob and Howard and approved
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Post approved minutes to the COA website. 	<ul style="list-style-type: none"> • Mona King 	<ul style="list-style-type: none"> • Before next meeting

Agenda Item B: DOC Reports

DISCUSSION	<p>1. Jill Chagnon: Radiologic Technology</p> <ul style="list-style-type: none"> • Lots of state and federal regulations • Assess each class as taught • Have revised CLOs • Combined with JRCERT assessment for efficiency
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<https://youtu.be/4I3eFAUPUDE>

2. Mandy Johnston: Physical Therapy

- Evaluate each course each time it's taught
- Uses different instruments
- Licensure rate
- Goal is to graduate competent, employable people

<https://www.powtoon.com/c/calclHTyyRz/1/m>

3. Danielle Lauria: Allied Health

MEDICAL ASSISTING PROGRAM:

- Two semester, 15 course, program. Combination of written exams, laboratory assessments and competencies.
- Clinical supervisor evaluation and assessment along with successful completion 225 hours in a clinical setting.
- Eligible to sit for several state and national exams and apply for CA state licensure, NHA, CCMA, CMAA
- MEDA 076-Upon completion of this course the student should be able to accurately identify the types of organisms that cause disease.
- MEDA 078-Upon completion of this course the student should be able to accurately assess and document patient vital signs.
- MEDA 082- Upon completion of this course the student should be able to accurately and safely perform CLIA waived diagnostic testing on patient specimens.
- MEDA 096- Upon completion of these course students should be able to enter the work force as an entry level medical assistant.
- **Program Outcomes:** Perform safe and effective technical skills relative to the medical assisting scope of practice, demonstrate professional behaviors and attributes necessary to be a medical assistant, demonstrate an understanding of ethical behavior relative to the medical assistant code of ethics, and communicate effectively, both verbally and in writing, as appropriate for an entry level medical assistant.
- Surveys are given after students have completed the program and taken the national exam.
- Not all students enter the workforce as it is difficult to find jobs without experience.
- Approximately half of the students are offered jobs where they complete their DCP, 97% national exam pass rate.
- [Link to presentation](#)

PHLEBOTOMY PROGRAM:

- One semester program
- PHLB 050-Phlebotomy: combination of written exams, laboratory assessments and competencies.
- PHLB 060- Phlebotomy Directed Clinical Practice: clinical supervisor evaluation and assessment along with successful completion of 50 to 100

	<p>venipunctures.</p> <ul style="list-style-type: none"> • Eligible to sit for several state and national exams and apply for CA state licensure, CPT 1-certified phlebotomy technician • Course Outcomes: Perform safe and effective technical skills relative to the phlebotomy technician "scope of practice". Upon completion of this course, students will be able to perform 20 safe and successful venipunctures. • Program Outcomes: The goal of the Phlebotomy Training Program is to prepare students to enter the workforce as an entry level Certified Phlebotomy Technician. • Surveys are given after students have completed the program and taken the national exam. • Not all students enter the workforce. Many use the program as a stepping-stone into other programs. • 97% national exam pass rate. • Link to presentation <p>4. Janna Braun: Journalism</p> <ul style="list-style-type: none"> • JOUR 220 Principles of Public Relations (assessed in Fall 2016) • CLO 1: Identifying major areas that public relations covers; students met benchmark • CLO 2: Public relations plan; students did not meet benchmark • JOUR 206 Online Journalism (Assessed in Spring 2017) • CLO1: Uploading audio/video to blog; benchmark met • CLO 2: Taking and editing photo and uploading it to Student blog; benchmark met • JOUR 200 Intro to Newswriting and Recording (Will be assessed for Fall 2017) • JOUR 202 Intro to Mass Communications (Will assess in Spring 2018) • Newspaper reaction courses like Mesa Press (Will assess in 2018-2019) • Challenges: Sorting through true and fake media stories and sources.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Link PowerPoints & handouts to minutes 	<ul style="list-style-type: none"> • Mona King 	<ul style="list-style-type: none"> •

Agenda Item C: Continuing Business

DISCUSSION	<ol style="list-style-type: none"> 1. AUO discussion and form design <ul style="list-style-type: none"> • Will model after Student Services form; information posted in Basecamp. 2. Public Access to Assessments <ul style="list-style-type: none"> • Having results for program review and the data available publicly • Are there any recommendations for PLO or ILO? 3. ILO Survey <ul style="list-style-type: none"> • There has been a change to the ILOs; should assessment type be revised to match new ILOs or stay the same? • Assessing competency vs. growth: Previous ILOs have assessed growth • Proposal: Look at both competency and growth by surveying with
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	<p>questions from both; asked in combination or separate? Survey each in separate years?</p> <ul style="list-style-type: none"> • Possibility of surveying students both as they come in and when they leave. • Slider for questions might make surveys easier to take. • Pilot surveys with current students? (ASG, Veterans, STAR TRIO) • Most valuable information comes from open ended questions. • What types of questions can we ask with the new ILOs? Maybe create a rubric based on new ILOs. • Current survey is long (30-40 questions) and has many open ended questions. • How is an ILO defined? "A student will achieve these at the completion of an [associates degree]" • Link to ILO power point

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Draft the new survey • Post PLO form to Basecamp 	<ul style="list-style-type: none"> • Bridget Herrin • Kris Clark 	<ul style="list-style-type: none"> • N/A • ASAP

Agenda Item D: New Business

DISCUSSION	<p>1. Guided Pathways assessment (Bridget Herrin)</p> <ul style="list-style-type: none"> • Have received feedback for at least 9 elements of our self-assessment; will take any other feedback and use it in our second draft for PCAB • We have the first draft on the website where we can go in and enter information. • Feedback due to PCAB and then to state by December 2nd. • We will provide an aggregate picture of the college's Guided Pathways process with regards to inquiry, design, and implementation of key elements and how they are processing over time. • Components of the self-assessment tool (Inquiry, Design, Implementation) • The focus is to create a system that helps students stay on their pathways • Support services will create more clearly structured and educationally coherent program pathways to student end goals, with built-in progress monitoring, feedback and support at each step along the way • In addition, the paths into and through community college programs of study are often unclear and not well-aligned with student end goals. • Step one: attended the workshop on October 30 ,2017 • Step two: Complete Self-Assessment, 14 Elements, due October 26, 2017 (later revised to Nov 3); open forum and discussion; draft should be ready for PCab November 7, 2017 (later revised to Dec 5) • Step three: Master plan BUILDING GUIDED PATHWAYS TO STUDENT SUCCESS • For more information go to http://cccgpc.cccco.edu/
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item E: Announcements / Adjournment

DISCUSSION	Next meeting, December 5, 2017
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item F: Adjournment

DISCUSSION	• Meeting was adjourned by Madeleine Hinkes at 5:05 p.m.
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Submitted by: Sahar King, Senior Secretary
 Approved on: