

**San Diego Mesa College
Committee on Outcomes and Assessment
Meeting Notes
February 6, 2018
3:30 p.m. – 5:00 p.m., MC 211B**

ATTENDEES	Madeleine Hinkes, Co-Chair	
	Kris Clark, Co-Chair	Mary Gwin
		Ed Helscher
	Leela Bingham	Linda Hensley
	Ailene Crakes	Bridget Herrin
	Monica Demcho (excused)	Charlie Lieu
	David Fierro	Pam Luster
	Donna Duchow	
	Howard Eskew	Tim McGrath (absent)
	Rob Fremland	Tina Recalde (excused)
	Sean Flores	Saloua Saidane
	Claudia Estrada (absent)	Michael Temple (absent)
	Support: Anda McComb	Guest: Alanna Milner

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:38 p.m. in MC 211B.

DISCUSSION	<p>Approval of December 5, 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 Leela Bingham and Mary Gwin 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 (None)

DISCUSSION	None.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item C: Continuing Business

DISCUSSION	<ul style="list-style-type: none"> • Public Access to Assessments – No Report • ILO Survey (Bridget) <ul style="list-style-type: none"> - Needs to be redone, use a smaller workgroup to draft it, volunteers needed (Kris, Linda, Madeleine, Alanna and Leela) • SLO Symposium Feb 9 at Costa Mesa (Madeleine) <ul style="list-style-type: none"> - The location is Orange Coast College - Covers the following topics: program review and institutional standards, SSOs and SSPOs, SLO process and integrated planning, etc..

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Revamp the ILO survey	• Kris, Linda, Madeleine, Alanna and Leela	• Two weeks

Agenda Item D: New Business

DISCUSSION	<ul style="list-style-type: none"> • NILOA Conference (Kris And Donna) <ul style="list-style-type: none"> - The University of Oklahoma presented a useful survey, (Curriculum Mapping and Assignment Design: Applying the Learning Systems Paradigm) that can be reviewed by COA with the help of the office of IE. The survey samples will be attached to the minutes and posted on our web in the form of a link. - One of the surveys assessed evening courses and it included assessment tools as well as introductory tools. • Program Review 2018-19 assessment questions (Madeleine) <ul style="list-style-type: none"> - Review form with last year's questions - Outcomes and assessment questions used in 17/18 will be used to figure out what we want to be asking in 2019 outcomes assessment.
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- Provide feedback by next meeting, the form to be posted in basecamp.
- Program review Suggestion: Why can't we talk about what we want to talk about in terms of assessment? There is certain information that we need to keep tracking but there are always places to talk about how this affects your program. For the campus, we're trying to make sure it's getting done in a meaningful process but for your program that's where the work happens. What do you see in your student that makes you think you're doing something really well or maybe something needs improvement and how can we get to that point?
- There is a section where we ask about outcomes assessment. We have another section where we look at student success and demographic data and these are critical to getting to know who our students are. If we don't know who they are, we aren't giving them what they need.
- If you come up with any questions that you think we should ask, we will talk about this in the next meeting and will be posted in Basecamp. If you have any comments feel free to post them there.

- **ILO GE research project**

- Research question: can we assess ILOs by looking at CLOs mapped to them?
- First, the outcome assessment findings were reviewed for the 16/17 cycle to find out which of the classes that are general education and mapped to critical thinking have information.
- We generally have about 200 GE courses but in the 16/17 cycle only about 99 were assessed. Not a lot of them could have been used as representative of their department or larger classes.
- In the search for courses that had valuable information, in the assessment of findings, we narrowed it down to 17 courses. For those, you can see the type of information that we were able to retrieve and be able to narrow it down to significant results through some calculations and assumptions as to what the person doing these assessments wanted to imply. (See attached spreadsheet)
- Part of that was because there was no sort of mandating how to report the assessments.
- When we introduced this process, the goal was that this document was for your records. So if we as a committee are asking them to provide information that might be more helpful in terms of ILO then we need to ask additional questions if that is the case.
- Some challenges:
- The mapping document and the outcomes document don't speak to each other.
- It is not a database where you can search and pull it up automatically. You can run reports independently.
- The way that the questions are formed made it difficult to sift through it. Maybe have one or two questions that are more prescriptive to allow us to collate. (e.g. % met, % not met)
- Even things as simple as the course being written in a different format can make it more difficult for us to pull out that information.
- This group should decide what direction we want to go and does that change the intent of the work so much that people will not want it anymore. It can open more questions as to what ILO assessment is really measuring and what it means.
- There are software tool other than Taskstream that can provide this information; however, we do not have access to such licenses. Also, the new software tools are at the beginning of design so we need to make sure they meet our needs.
- We have the option to adjust the assessment form questions while we evaluate the type of information we need.

	<ul style="list-style-type: none"> - We can select a few classes that are representative to be assessed. - We can also plan to be more intentional in designing the assessment forms. - How to evaluate ILO through outside co-curricular activities? In answering this question, we need to see what new software tool will meet that need. <ul style="list-style-type: none"> • Deans' Council session on AUO <ul style="list-style-type: none"> - Last week, Kris and Anda had a presentation on AUO Mapping and AUO assessment form
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Provide links from the assessment institute NILOA conference • Post the links from Kris on the Outcomes Assessment web page • Review program review assessment questions 	<ul style="list-style-type: none"> • Kris Clark • Anda McComb • All committee members 	<ul style="list-style-type: none"> • ASAP • ASAP • Next committee meeting

Agenda Item E: Announcements / Adjournment

DISCUSSION	Next meeting: February 20, 2018 COA Workshop: February 9, 2018 Retreat April 6, 2018
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Agenda Item F: Adjournment

DISCUSSION	<ul style="list-style-type: none"> • Meeting was adjourned by Madeleine Hinkes at 5:00 p.m.
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Submitted by: Sahar King, Senior Secretary

Approved on: