

San Diego Mesa College
Committee on Outcomes and Assessment
Meeting Notes

February 5, 2019

3:30 p.m. – 5:00 p.m., MC 211B

ATTENDEES	Madeleine Hinkes, Co-Chair (excused)	Mary Gwin
	Kris Clark, Co-Chair	Ed Helscher
	Leela Bingham (excused)	Linda Hensley
	Ailene Crakes	Bridget Herrin (excused)
	Donna Duchow (excused)	Pam Luster (excused)
	Claudia Estrada-Howell	Mariette Rattner
	Sean Flores (excused)	Tina Recalde (absent)
	Michael Temple	Saloua Saidane (absent)
	Manuel Velez	Isabel O'Connor
		Trung Huynh (absent)
	Support: Sahar King and Anda McComb	Guest: Katherine Naimark

Agenda Item A: Call to Order: By Kris Clark at 3:35p.m. in MC211B.

DISCUSSION	<p>Approval of December 4, 2018 Minutes</p> <ul style="list-style-type: none"> The minutes from December 4, 2018, were emailed to COA prior to the meeting for review. The minutes were M/S by Ed Helscher and Manuel Velez 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 the next meeting

Agenda Item B: Reports

DISCUSSION	<p>1. DOC (AUO) Reports</p> <ul style="list-style-type: none"> ➤ President's Office (Sara Beth Cain) ➤ One recurring request on surveys was the need for additional ways to bring more staff to discussions on current and future college plans by creating opportunities for them to participate. ➤ The President's Office will continue to provide opportunities for colleagues to meet and collaborate on ideas to develop ongoing and new ideas on learning, growth, increasing two-way communication, new student pathways for success, and professional development. ➤ Please refer to the PowerPoint for more details. ➤ Power Point
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	<ul style="list-style-type: none"> ➤ Business Office Support (Lynn Lasko) ➤ The Mesa Business Support Department provides human resources leadership to support the District's and Mesa College's academic mission. We do this by maximizing employee relations through problem resolution and customer responsive human resources services. We partner with the District Human Resources Office community to foster a work environment that attracts and inspires people to successfully integrate into Mesa College's mission, which is student success. ➤ Biggest challenge is inconsistent communication from District ➤ Please refer to the PowerPoint for more details. ➤ Power Point
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• N/A		• N/A

Agenda Item C: Continuing Business

DISCUSSION	<ol style="list-style-type: none"> 1. Outcomes Perception survey <ul style="list-style-type: none"> ➤ The survey will be sent out campus-wide to all Faculty and staff ➤ (estimated date: March) ➤ The purpose of the survey is to assess where we are as far as outcome assessment; it's a very short survey 2. Graduate ILO survey <ul style="list-style-type: none"> ➤ In progress in the research office, the ILO portion is complete ➤ The ILO portion will be included in the Graduate survey and it will be sent out to students 3. ILO taskforce/Global Consciousness <ul style="list-style-type: none"> ➤ The ILO taskforce completed the assessment ➤ The ILO taskforce met in January to discuss scoring and responses ➤ The overall outcome was that we need to rephrase the questions and develop a scoring rubric at the same time as developing the questions ➤ We will meet in March to finalize and it is a post-mortem on the survey and process. ➤ We will bring the ILO data and analyses report back to the committee 4. The Guide <ul style="list-style-type: none"> ➤ The guide has had an initial review by Kris Clark and Madeleine Hinkes. It is now with a sub-committee for second review and the revised guide will be presented at a March meeting. ➤ We sent a reminder last semester about any changes, so if you have any feedback let us know by the end of February.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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<ul style="list-style-type: none"> • Suggestions for Guide revisions • Release date for Outcomes Perception survey • Coordinating with other agencies to finalize Graduate survey 	<ul style="list-style-type: none"> • Everyone • Bridget Herrin • Bridget Herrin 	<ul style="list-style-type: none"> •
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Agenda Item D: New Business

DISCUSSION	<p>1. Report on 6th Annual SLO Symposium, Santa Ana, Jan 25</p> <ul style="list-style-type: none"> ➤ Madeleine Hinkes, Kris Clark, Donna Duchow and Saloua Saidane attended to 6th Annual SLO Symposium at Rancho Santiago College in Santa Ana, CA ➤ General theme “ Are we doing what we claim to do” ➤ Main focus was on connections between Outcomes and Pathways ➤ And some of the workshops were focused on Canvas and how we can use canvas for outcome assessment and now collection data on Canvas is much easier ➤ When comparing TaskStream with Canvas, it might be beneficial to use Canvas for our needs ➤ TaskStream does not integrate with the Canvas platform <p>2. Pathways/Outcomes: 4th Pillar Ensure Learning is occurring</p> <ul style="list-style-type: none"> ➤ We have a number of members that are involved with pathway group, so we hope we can add to our agenda a report item from different groups for topics that relate to outcomes Let’s include the names as reference in the Minutes. ➤ Mary Gwin—Program Review ➤ There was someone from Basic Skills—it might have been Linda. ➤ Manuel Valez—Team Leader for Meta-major ➤ Claudia Estrada-Howell—Meta-major ➤ If there were other’s I missed them.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Add Pathways as agenda reports 	<ul style="list-style-type: none"> • Mona King 	<ul style="list-style-type: none"> •

Agenda Item E: Announcements/Adjournment

DISCUSSION	<p>1. Since Madeleine Hinkes has been moved to the Master Planning Task Force, Linda Hensley will be Co-Chair of COA Committee for Spring 2019</p> <p>2. Next meeting, February 19,2019</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> •

Agenda Item F: Adjournment

DISCUSSION	<ul style="list-style-type: none">• Meeting was adjourned by Kris Clark at 4:10 p.m.
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Submitted by: Sahar King, Senior Secretary

Approved on:

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