

San Diego Mesa College  
Committee on Outcomes and Assessment

Meeting Notes

November 2, 2021

3:55p.m. – 5:00 p.m., Zoom

<b>ATTENDEES</b>	<b>School Representative</b> (Not to exceed 3 Deans*)
Bridget Herrin, Co-Chair	Monica Romero
Eliza Rabinovich, Co-Chair	Amanda Johnston
<b>Membership Areas</b>	Linda Hensley
Ailene Crakes	Alison Gurganus
Isabel O’Connor	Janue Johnson (excused)
Ashanti Hands (excused)	Mark Manasse
Michael Temple	Saloua Saidane
Olivia Picolla (excused)	
John Crocitti	<b>Classified Professionals</b>
Anda McComb	Raquel Aparicio
Howard Eskew	
Sahar (Mona) King	
<b>Advisory:</b>	<b>Students: VACANT</b>
Pamela Luster (excused)	
Lorenze Legaspi (excused)	<b>Guest:</b>
	David Fierro Proxy for Lorenze Legaspi
<b>Administrative Support:</b> Sahar King	

**Agenda Item A: Call to Order: Liza Rabinovich at 3:58 p.m. in Zoom**

<b>DISCUSSION:</b>
<p><b>1. The draft of the agenda and minutes were emailed to COA committee prior to the meeting for review.</b></p> <ul style="list-style-type: none"> <li>○ The minutes from October 19, 2021, were M/S by Ailene Crakes and Monica Romero and approved.</li> </ul>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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<ul style="list-style-type: none"> <li>• Post approved minutes to the COA website</li> </ul>	<ul style="list-style-type: none"> <li>• Sahar King</li> </ul>	<ul style="list-style-type: none"> <li>• Before the next meeting</li> </ul>
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**Agenda Item B: Continuing Business**

<b>DISCUSSION:</b>
<ol style="list-style-type: none"> <li><b>1. Software Selection Update</b> <ol style="list-style-type: none"> <li>a. The first round of demos has been completed. Additional demos have been scheduled. Those committee members who are part of the software selection workgroup should have received an invitation to join the meetings.</li> </ol> </li> <li><b>2. Beta Testing Group</b> <ol style="list-style-type: none"> <li>a. A meeting was held with the Beta Testers (faculty members who will be trying out the CLO outcomes in Canvas). The faculty members include Ian Duckles, Toni Parsons, Erica Higgenbotham, and Mandy Johnston.</li> </ol> </li> <li><b>3. Action Plan for Deliverables</b> <ol style="list-style-type: none"> <li>a. A survey went out to have committee members choose a deliverable work group to be a part of. Those who did not complete the survey were given the opportunity to choose their workgroup during the meeting.</li> </ol> </li> </ol>

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

**Agenda Item C: New Business**

<b>DISCUSSION:</b>
<ol style="list-style-type: none"> <li><b>1. Work Group Time (Breakouts)</b> <ol style="list-style-type: none"> <li>a. Four breakout rooms were created for each of the deliverable work groups. Group members were tasked with creating action plans for their deliverable. Updates from each of the workgroups will be presented at the next COA meeting. Every other meeting will be a working meeting to provide workgroups time to continue their working on their deliverable.</li> </ol> </li> </ol>

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

**Agenda Item D: Announcements/ Adjournment**

<b>DISCUSSION:</b>
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1. A Canvas Q&A Follow-Up has been scheduled for next Wednesday, November 10, 2021, at 4pm.
2. Next meeting: December 7, 2021

Submitted by: Sahar King, Administrative Support

Approved on: