

San Diego Mesa College  
Committee on Outcomes and Assessment

Meeting Notes

September 6, 2022

4 p.m. – 5:00 p.m., Zoom and MC211 B

<b>ATTENDEES</b>	<b>School Representative</b> <i>(Not to exceed 3 Deans*)</i>
Bridget Herrin, Co-Chair	Monica Romero
Eliza Rabinovich, Co-Chair	Amanda Johnston
	Leslie Shimazaki
<b>Membership Areas</b>	Alison Gurganus (excused)
Ailene Crakes	Janue Johnson (excused)
Isabel O’Connor	Mark Manasse (excused)
John Crocitti	Saloua Saidane
Michael Temple	Donna Duchow (absent)
Anda McComb	Nathan Resch
Howard Eskew (absent)	SBS - Vacant
Sahar (Mona) King	Andrew Hoffman
Larry Maxey	
	<b>Classified Professionals: VACANT</b>
<b>Advisory</b>	
Ashanti Hands	<b>Students: VACANT</b>
Lorenze Legaspi (absent)	
<b>Administrative Support: Sahar King</b>	<b>Guests: N/A</b>

**Agenda Item A: Call to Order: Bridget Herrin at 4:00 p.m. in MC211 B & Zoom**

<b>DISCUSSION:</b>
<ol style="list-style-type: none"> <li><b>1. Call to Order</b> <ol style="list-style-type: none"> <li>a. Introductions</li> </ol> </li> <li><b>2. Approval of May 3, 2022, minutes</b> <ol style="list-style-type: none"> <li>a. The draft of the agenda and minutes were emailed to the COA committee prior to the meeting for review.</li> <li>b. The minutes from May 3, 2022, M/S by Ailene Crakes and Leslie Shimazaki and approved.</li> </ol> </li> <li><b>3. Orientation</b></li> </ol>

- a. [Gov101](#)
  - The website goes over the governance process at Mesa College, how committees are connected to one another, shared values, and reference information.
  - [2022 Committee List](#) – if you see something missing or inaccurate information, please connect with IE or submit it to [this form](#).
- b. [Review of COA website](#)
  - Last year we spent a lot of time re-writing the COA charge, which is now on the website! Once goals are established, you will find them here, along with membership, agendas, and minutes.
- c. Report-out structure
- d. [Meeting Schedule](#)
- e. Outcomes 101 (Tabled for next meeting)
- f. [Governance Survey](#) (Objective: Results Review)
  - Each committee that has had results was forwarded for review.
  - Feedback
    - When filling out for multiple committees at once, it can be fatiguing to revisit all questions. There are also some people who do not like doing each committee individually because it is more time-consuming to submit multiple surveys.
    - Increasing response rates: may be better distributed at the time of a committee meeting to complete at the end of a semester or the last meeting in May.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Post approved minutes to the website.</li> </ul>	<ul style="list-style-type: none"> <li>• Mona King</li> </ul>	<ul style="list-style-type: none"> <li>• Before the next meeting</li> </ul>

**Agenda Item B: Continuing Business**

DISCUSSION:
<p><b>1. Summer Workgroup Update</b></p> <ul style="list-style-type: none"> <li>a. <a href="#">Nuventive update</a> <ul style="list-style-type: none"> <li>▪ First proof of concept last Thurs; devoting most attention to Program Review workspaces.</li> <li>▪ The goal is to get more meaningful Learning Outcomes Assessment data; the ability to drill down and push up to higher levels will require internal mapping and collaboration with District when setting courses up in Canvas.</li> </ul> </li> <li>b. Timeline and Action items for the 4-year cycle and recommendations will be coming from Summer Workgroup.</li> <li>c. Progress toward Year 1 action items           <ul style="list-style-type: none"> <li>▪ Updated course outcomes and course lists will be sent to Shelley, figuring out where updates take place (possibly Nuventive in Year 1 and transfer to CurricUNET) – conversations are ongoing.</li> </ul> </li> <li>d. Role of the DOC</li> </ul>

- Validation of CLOs – Summer Workgroup reached out to DOCs/Chairs and will send out a list for confirmation/validation.
  - e. [Integration with Program Review](#)
- 2. [Handbook Draft Review Assignment](#)
  - a. We have volunteered for the committee to work on the handbook draft and report back by October 4, 2022, for feedback review.
    - i. [Chapter 1: Introduction](#) *Ailene Crakes, Saloua Saidane, Nathan Resch*
    - ii. [Chapter 2: Timeline and Cycle](#) *Alison Gurganus, Mark Manasse*
    - iii. [Chapter 3: Committee on Outcomes Assessment](#) *IE Office*
    - iv. [Chapter 4: Authentic Assessment and Best Practices for Improved Learning](#) *Michael Temple, Monica Romero, Janue Johnson*
    - v. [Chapter 5: Curriculum Update Process](#) *Isabel O’Connor, Andrew Hoffman*

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Forward any potential folks who can fill seat vacancies</li> </ul>	<ul style="list-style-type: none"> <li>• Anyone</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
<ul style="list-style-type: none"> <li>• Handbook Draft Review Assignment</li> </ul>	<ul style="list-style-type: none"> <li>• Work with your group to complete the assigned Chapter</li> </ul>	<ul style="list-style-type: none"> <li>• October 4, 2022</li> </ul>

**Agenda Item C: New Business**

DISCUSSION:
1. <a href="#">Develop deliverables for 22-23</a> <ul style="list-style-type: none"> <li>a. Tabled for review at next meeting</li> </ul>

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

**Agenda Item D: Announcements/ Adjournment**

DISCUSSION:
1. <a href="#">COA 22-23 Membership</a> 2. Next Meeting: September 20, 2022

Submitted by: Sahar King, Administrative Support

Approved on: