

SAN DIEGO MESA COLLEGE

Committee on Outcomes and Assessment

Agenda

December 3, 2024

4:00 – 5:00 PM

Zoom ID: 876 9601 0293

Co-Chairs: Liza Rabinovich, Hai Hoang

Leadership Reps: Isabel O'Connor* (VPI), Larry Maxey (VPSS), Michael Temple (Counseling), Cynthia Rico (SD), Andrew Hoffman (AS), Ayana Woods (CS)

Inst. School Reps (not to exceed 3 Deans): Vacant (A&L), Monica Romero (B&T), Donna Duchow (Huma), Saloua Saidane (M&S), Mary Gwin (SBS/ AS), Todd Curran (EXSC), Amanda Johnston (PHYR/CRC), Katie Palacios / Miguel Murillo Ayala (LRAS)

Classified Professionals: VACANT (SS), VACANT (Admin.), VACANT (Inst.), Ayana Woods (CS)

Student Rep: Vacant

Advisory: Ashanti Hands* (Pres.), Lorenze Legaspi (VPA), Alex Berry (CTE), Rachel Russell (CTE)

Administrative Support: Catherine Cannock

A. Call to Order

1. Approval of the agenda

B. Approval of [11/05/2024 Minutes](#)

C. Communication loop

1. Update from members
2. Update from co-chairs
 - i. [Syllabi/Outcomes Verification Process](#)
 - ii. [Governance Survey](#)
(Reference: Standard IV.A.7 (2014) and Standard IV.2 and IV.3 (2024))
 - iii. [Integrated Planning Calendar update](#)

D. Continuing Business

1. Establishing process for when benchmarks are not met [Decision]
 - i. *DOC works on outcomes and finds benchmarks not met – what is next?*
 1. *Figure out the plan – what causes it – conversation between faculty – what to do next*
 2. *Courses that offered only once/year - timeline?*
 3. *Number of students could be small so data are not reliable*
 4. *We need to be realistic to make process meaningful*
 - a. *Can we mandate / should we mandate vs. Offer guidelines?*
 - b. *Need time for it to happen*
 - c. *Critical part: this is not what happening, what can we do, need time to work it out*
 - ii. *Use this new space for faculty to enter their discussion*

Reflection and Action Plans

Semester: 2024 - 2025: Spring 2025

How did you discuss your assessment findings with faculty/classified professionals?

Based on data collected last year, what changes/actions are being planned?

If no changes/actions are being planned, please explain why.

- iii. *Considering discussion the involvement of dean/chair to review this information in the future meeting*
- iv. *Is there data that can be showed to faculty in an easy way to see benchmarks are met/not met? Yes (was not possible in the past)*
- v. *Recommendation for this conversation to happen by March?*
 1. *Flex week can have campuswide outcomes meeting*
 2. *Should be done at department level too to be most helpful*
- vi. *Clarify: who is doing this and timeline*
 1. *All programs that access outcomes*
 2. *Send to DOC/Chair*
 3. *Remind people about the Flex week and Outcomes Across Campus*
 4. *No need to involve deans*

2. Take Governance Survey [the last 5 minutes of our meeting time]

E. New Business

1. Status check: Fall 2024 and Spring 2025 [Discussion]
 - i. [PCAB Retreat Slides](#)
 1. Fall 24: pending CRC, district, Academic Affairs
2. [Official process for adherence to outcomes assessment](#) [Decision]

F. Tabled Items

1. Official outcomes update process decision (pending conversations with CRC)
2. [Clarifying the roles](#): DOCs, chairs, deans, VPI, outcomes coordinator, academic senate, ALO, COA (reference: see [page 7 of Outcomes Handbook](#))
3. Spring 2024 ILO Results and Action Plan
 - i. Review of the spring 2024 Institutional Learning Outcomes (ILO) results. Discussion on the development of an action plan based on these results to drive improvements in program outcomes and assessment.

G. Announcements & Resources

1. Next Meeting: February 4, 2025
2. Membership for Spring: please let us know if you can no longer serve on COA
3. [San Diego Mesa Accreditation Website](#)
4. [ACCJC Accreditation Standards-2024](#)
5. [Outcomes Assessment Handbook](#)