Agenda for 9/21/2011
3:00 PM to 4:00 PM in Room 1046

1) Apologies for absence
2) Approval of Minutes for September 14th meeting
3) Words from Phillip on QR Report
4) Approval of QR Report Final Version
   (Next week quick presentation on key findings/recommendations)
5) Performance Based Funding – Metoyer
6) Outcomes Mapping
7) CHEA Award application
8) Subcommittee Feedback
9) Website Update
10) A.O.B.
11) Subcommittee Time

From the AC Charge: The HWC Assessment Committee is committed to maintaining a campus culture focused on learning in which faculty, students, and the administration share a common understanding of the meaning, purpose, and utility of assessment. It recognizes that for the faculty to be successful in this endeavor there must be meaningful input from students and strong support from the administration. The HWC Assessment Committee characterizes assessment of student learning as a comprehensive process that is ongoing, systematic, structured, and sustainable.
Minutes for 9/21/2011 (Approved)
3:00 PM to 4:00 PM in Room 1046

Members Attending:
Jen Asimow – Applied Science
Samar Ayesh – Physical Sciences
Margarita Chavez – World Languages
Jackie Cunningham – ELL WL
LaRhue Finney – English
Michael Heathfield – Applied Sciences
John Kieraldo – Library
Chao Lu – Mathematics
Willard Moody – English
Dave Richardson – Humanities
Jeff Swigart – Mathematics
Ray Tse – Physical Sciences
Phillip Vargas – Physical Sciences
Loretta Visomirskis – English
Allan Wilson – Physical Sciences

Apologies:
Lynnel Kiely – Social Sciences (Reinvention)
Charles McSweeney – Advising

Absent:
Matthew Williams – ELL WL

Consultants/Guests Attending:
John Metoyer – VP of Academic Affairs
Will Edwards – Assist. Dir. of Inst. Research

Opening:
- *Call to Order:* Michael called the meeting to order at 3:00 PM.
- *Approval of Last Meeting’s Minutes:* The 9/14/2011 minutes were approved by committee vote after being motioned by Allan and seconded by Jen.

Research Paper on Quantitative Reasoning Data: Phillip asked for permission to use the raw data from the Quantitative Reasoning Assessment for a research project involving digging even deeper than we did for our final report. The committee approved.

Using Demographic Data in Statistical Analyses: The question came up of whether we should statistically analyze demographic data compared to competency on the Social Science data. Usually in the past we have only used demographic data to make sure our sample is representative of the college as a whole. Usually competency has only been statistically compared to questions such as number of classes taken, comfort level, and attitude. Should we compare competency scores by racial groups, age groups, or along other demographic divisions? There was a vibrant discussion with many different opinions, and the committee will return to this question for a final answer on the Social Science data.
**Quantitative Reasoning Final Report:** The final report for the Quantitative Reasoning Assessment given in 2009 was formally approved by the committee for dissemination.

**Performance-Based Funding:** John Metoyer shared about the district-wide subcommittees being formed to work on the details of the performance-based funding legislation, and he encouraged Assessment Committee members to get involved. Michael shared that he is trying to map HWC outcomes with the outcomes given in the Lumina Foundation’s degree profile at the Associate’s level.

**CHEA:** Michael continues to work on the award application for the Council for Higher Education Accreditation.

**Website:** John K and Jeff continue to work on the committee’s website, and they will modify their work to fit into new district website template soon to be unveiled.

**Effective Writing Update:** Jen will be sending out requests next week for faculty to volunteer their classes for the assessment this November.

**Subcommittee Time:** Work in subcommittees began at 3:50 PM and lasted until the end of the meeting.

- **Dissemination (Led by Jeff) (QR 2009 Report, SS 2010 Data, Website):**
  - Attendance: Chao, Jeff, Phillip.
  - Discussion: The Quantitative Reasoning report is finished, and so now the focus should be on disseminating the full report and small portions of it in as many ways as possible, such as the Harold Lounge and the committee’s website. Phillip will begin the data analysis of the Social Sciences data, with help from Lynnel as she prepares to write the final report.

- **Effective Writing (Led by Jen) (Assessment in Fall 2011):**
  - Discussion: The subcommittee planned the final details of the faculty volunteer request to be sent out next week.

- **Future Plans (Led by Michael) (Direction of the Committee):**
  - Attendance: Allan, Michael, Ray, Samar.
  - Discussion: The subcommittee discussed the CHEA award application and reviewed the draft so far.

**Closing:**

- **Adjournment:** Michael adjourned the meeting at 4:10 PM.
- **Approval of This Meeting’s Minutes:** These 9/21/2011 minutes were approved at the 9/28/2011 meeting by committee vote after being motioned by Allan and seconded by Loretta.