



# Assessment Committee

Harold Washington College



## Executive Officers

Jeffrey Swigart (Chair)

Carrie Nepstad (Vice Chair of Gen Ed), Michael Heathfield (Vice Chair of Co-curricular Assessment),

Erica McCormack (Vice Chair of Unit Assessment),

Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)

## Minutes for 01/23/2019

3:00 PM to 4:00 PM in Room 1046

<p><b>Members Attending:</b>  <i>Aigerim Bijelic - Biology</i>  <i>Kristin Bivens - English, Speech and Theater</i>  <i>Domenico Ferri - Social &amp; Applied Sciences</i>  <i>Michael Heathfield - Social &amp; Applied Sciences</i>  <i>Todd Heldt - Library</i>  <i>Yev Lapik - Biology</i>  <i>Erica McCormack - Humanities and Music</i>  <i>Bridgette Mahan - Business</i>  <i>Fernando Miranda-Mendoza - Math</i>  <i>Carrie Nepstad - Social &amp; Applied Sciences</i>  <i>David Richardson – Humanities and Music</i>  <i>Amy Rosenquist - English, Speech and Theater</i>  <i>Camelia Salajejan - Math</i>  <i>Jeffrey Swigart - Math</i>  <i>Loretta Visomirskis - English</i>  <i>Jennifer Vogel - Advising</i>  <i>Paul Wandless - Art and Architecture</i>  <i>Matthew Williams - ELL and WL</i>  <i>Allan Wilson - Physical Science</i></p> <p><b>Apologies:</b>  Ray Tse - <i>Physical Science</i></p>	<p><b>Agenda</b></p> <ul style="list-style-type: none"> <li>● Intro from Jeff</li> <li>● HLC update</li> <li>● Bio Department presentation update</li> <li>● Leadership Council Updates</li> <li>● Proposals for Assessment Fair</li> <li>● Carrie's Brightspace Meeting</li> <li>● Review semester calendar</li> <li>● Assessment Times Update</li> <li>● Review of charge</li> <li>● Approve minutes</li> </ul>
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- Jeff called the meeting to order at 3:03 pm
- Introductions of new members and self-introductions
- **Statement of intent** (Jeff) - would like AC to try to use more technology (multimedia, videos, podcasts, etc.)
- **HLC Update** (Michael): announced recent HLC approval; all Criteria components were met; no changes required; no criticism offered (just suggestions); the full report will be available soon.
- **Bio Department assessment updates** (Yev) - Aigerim's Assessment Liaison presentation at the Department meeting went well, it was very helpful to have a prep meeting during Spring 2019 Registration week attended by several AC members (Erica McCormack, Fernando Miranda-Mendoza, Carrie Nepstad, Allan Wilson, Phil Vargas, Aigerim Bijelic, Yev Lapik)
- **Leadership council updates** (Yev):
  - CCC considering membership at EAB (Educational Advisory Board), a consulting company that owns Grades First and offers various data gathering services

- President Lopez would like HWC to become an evidence-based institution
- HWC is planning to release previously “frozen” positions of Director of Enrollment, Recruiter, and a few others starting March 2019.
- Ongoing search to fill the positions of Director of Financial Aid and VP
  - VP ad received about 30 qualified applications - phone screening by HR will start soon
  - Per President Lopez: the VP search committee will have 10-12 people including students, faculty, staff and administration.
    - \* Carrie emphasized the importance of having search committee members who are well-versed in assessment.
    - \* **Jeff will contact HWC Faculty Council to inquire about a possibility of AC representative on the VP search committee.**
- **Proposals for Assessment Fair** <https://theassessmentgroup.weebly.com/illinois-annual-assessment-fair.html>
  - AC members discussed potential presentation at the event but decided, due to a possibility of a strike at the time of the event, not to send HWC representatives to the fair.
- **BrightSpace assessment training** (Carrie): It was a district-wide event geared towards CD faculty who are about to embark on a unified assessment project. BrightSpace has lots of tools to offer SLO-centered surveys and pull data across sections; it requires special access clearance.
  - Carrie will be able to train HWC AC members in the future.
  - Carrie expressed a concern about assessment data protection if BrightSpace is used and the need to continue putting an emphasis on faculty-driven nature of assessment process. “We need to continue building protective buffers around assessment data.”
    - IRB is only one side of this data protection process.
    - Kristin pointed out the need to protect other course-, instructor- and student-specific virtual data in BrightSpace and treat them with the same respect as hard data.
    - Jeff: Google docs - we are in control of data, Brightspace might have more assessment capabilities but we’ll have less control.
  - AC will continue discussion of this topic
- **Review semester calendar** <https://docs.google.com/document/d/1WRSRAPCvvnZ5S4Mx8TCp1MuqD4WA1NjRDHphC1iUWA/edit?usp=sharing>
  - UL-Assessment Liaisons will do only one AC meeting update/presentation this semester
- **Assessment Times Update:** UL-Assessment Liaisons will not have to write for Spring 2019 issue of AT (other AC members with release time will have to contribute), instead they will focus on writing 2018/19 report.
- **Review of the AC charge:** the AC will work on in Google Docs -request access from Jeff
- **CE assessment data:** Carrie will need AC members for qualitative analysis for CE asst (sub-committee)
- **Reminder:** a potential AC discussion topic from Jeff <https://teachinginhighered.com/podcast/21st-century-learning-objectives/>
- **Review of minutes:** 12-05-2018 meeting minutes were approved
- **Adjournment and Approval of These Minutes:** The meeting adjourned at 3:59pm.
  - These minutes were approved by Erica and seconded by Michael followed by a unanimous vote from the AC members in attendance.



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Erica McCormack (Vice Chair of Unit Assessment),

Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)

## Minutes for 02/06/2019

3:00 PM to 4:00 PM in Room 1046

<p><b>Members Attending:</b></p> <p><i>Aigerim Bijelic - Biology</i>  <i>Kristin Bivens - English, Speech and Theater</i>  <i>Domenico Ferri - Social &amp; Applied Sciences</i>  <i>Michael Heathfield - Social &amp; Applied Sciences</i>  <i>Todd Heldt - Library</i>  <i>Yev Lapik - Biology</i>  <i>Erica McCormack - Humanities and Music</i>  <i>Bridgette Mahan - Business</i>  <i>Fernando Miranda-Mendoza - Math</i>  <i>David Richardson – Humanities and Music</i>  <i>Amy Rosenquist - English, Speech and Theater</i>  <i>Camelia Salajejan - Math</i>  <i>Jennifer Vogel - Advising</i>  <i>Jeffrey Swigart - Math</i>  <i>Matthew Williams - ELL and WL</i>  <i>Loretta Visomirskis - English</i>  <i>Paul Wandless - Art and Architecture</i>  <i>Allan Wilson - Physical Science</i></p> <p><b>Apologies:</b></p> <p><i>Carrie Nepstad - Social &amp; Applied Sciences</i>  <i>Ray Tse - Physical Science</i></p>	<p><b>Agenda</b></p> <ul style="list-style-type: none"> <li>● Updates from VC Unit Assessment</li> <li>● Updates from Coordinator of Co-Curricular</li> <li>● Updates from Coordinator of Online</li> <li>● Proposals for IUPUI</li> <li>● Old and New business</li> </ul>
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- Jeff called the meeting to order at 3:03 pm
- Carrie is in DC, attending NAEYC meeting
- **Review of minutes:** 01-23-2019 meeting minutes were approved (Note: there was no meeting 01-30-2019 due to a Snow Day!)
- **Updates from VC Unit Assessment** (Erica): UL-ALs are currently working on finalizing the semester calendars. UL presentations will be spread over three AC meetings and will start in a week or two. ***UL-ALs, let Erica know your preference for the three meeting dates, if any.***
- **Updates from Coordinator of Co-Curricular Assessment** (Michael): AC members discussed and clarified their understanding of the concept of “co-curricular assessment” as the assessment of student learning outside of a

typical classroom curriculum (various entities under the umbrella of Student Affairs, including advising, tutoring, student organizations and others). Co-curricular SLOs will have to be articulated (e.g. leadership skills, career knowledge, research skills, etc.)

- Michael has started looking into common practices in other institutions
- Results of the recently administered pilot of Noel-Levitz Student Satisfaction survey may offer a useful starting point
- **Updates from Coordinator of OL Assessment** (Yev - filling in during Jen's sabbatical):
  - The initial plan for the semester was to dive in analysing the WL OL survey results (OL Spanish and French) from Fall 2018 (Jen), however the survey produced only 12 replies. Considering re-administering the survey at the end of Spring 2019 semester to collect more data.
  - Yev is currently reading up on various aspects of OL delivery mode research to distinguish it from assessment
  - Another possible direction for this semester is to research existing literature on the recommendations produced by the results of the HWC OL survey (administered in 2016) and see whether they agree with the published research results
- **Proposals for IUPUI**
  - **IUPUI** deadline in March 8th for October 13-15, 2019 meeting
  - Carrie might propose GenEd CE-based presentation
  - Domenico is considering presenting the UL-AL CE data.
  - More information at: <http://www.assessmentinstitute.iupui.edu>
- **Old and New business**
  - **HWC AC Semester Calendar** is still being updated
  - **HWC AC Charge** still needs to be updated to reflect the changes in UL-ALs' contribution to Spring AT issue
  - **Spring 2019 AT** - since UL-ALs' are not contributing to the Spring issue, other AC members should start thinking about their pieces
  - **Start thinking about content for a** video for the HWC AC web page - sound bites for a broader audience and new HWC hires about assessment
- **Adjournment and Approval of These Minutes:** The meeting adjourned at 3:57pm.  
These minutes were approved by Loretta, seconded by Domenico and followed by a unanimous vote of the attending AC members.



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## Minutes for 02/13/2019

3:00 PM to 4:00 PM in Room 1046

<p><b>Members Attending:</b></p> <p><i>Aigerim Bijelic - Biology</i>  <i>Kristin Bivens - English, Speech and Theater</i>  <i>Domenico Ferri - Social &amp; Applied Sciences</i>  <i>Michael Heathfield - Social &amp; Applied Sciences</i>  <i>Todd Heldt - Library</i>  <i>Yev Lapik - Biology</i>  <i>Erica McCormack - Humanities and Music</i>  <i>Carrie Nepstad - Social &amp; Applied Sciences</i>  <i>Bridgette Mahan - Business</i>  <i>Fernando Miranda-Mendoza - Math</i>  <i>Camelia Salajejan - Math</i>  <i>Jennifer Vogel - Advising</i>  <i>Jeffrey Swigart - Math</i>  <i>Matthew Williams - ELL and WL</i>  <i>Loretta Visomirskis - English</i>  <i>Paul Wandless - Art and Architecture</i>  <i>Allan Wilson - Physical Science</i></p> <p><b>Apologies:</b>  <i>Amy Rosenquist - English, Speech and Theater</i>  <i>Ray Tse - Physical Science</i></p>	<p><b>Agenda</b></p> <ul style="list-style-type: none"> <li>● Updates from VC Gen Ed, Including Review of Master Calendar</li> <li>● Liaison updates (part 1)</li> </ul>
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- Jeff called the meeting to order at 3:05 pm
- **Review of minutes:** 02-06-2019 meeting minutes were approved
- **HWC AC Semester Calendar** - Jeff shared with all AC members via Google Docs
- **Updates from VC Gen Ed (Carrie):**
  - slightly over a 1000 responses
  - Carrie is focusing on the open-ended questions to understand student experiences and to identify the themes with an idea of coding them (e.g. experiences at HWC that promoted your CE). There are some emerging trends: a good number of “none” or “n/a”, CE related to specific courses (e.g., required presentations), as well as active and passive CE outside of classrooms. Campus vs. classroom comparison - can give ideas about co-curricular assessment.
  - Carrie would like to narrow down preliminary findings ASAP
  - AC should think about recommendations on what “big” questions should be targeted by Fernando, since assessment data analysis - works best when it targets specific pieces of information
- **Liaison updates (part 1)**
  - **Biology (Aigerim)**  
Spring 2018: designed a pilot assessment tool focused on several SLOs encompassing 20 core concepts

agreed upon by HWC Bio faculty and administered in two sections of Bio 121 (Intro Bio for majors)

Fall 2018: BioAC discussed results, edited tools and administered as a pre- and post- assessment in all 10 sections of the course (260 respondents)

Fernando finished analysis of pre-test - BioAC discussed results, focusing on misconceptions (35-40% students answered incorrectly) and issued a list of preliminary recommendations - mostly to introduce the concepts earlier in the semester and build upon later. Recommendations were shared with all Bio faculty and received positive feedback from instructors.

Aigerim sought HWCAC advice on cut off % and got a variety of recommendations:

Carrie: Department faculty should make that decision

Paul: the art department was able to get a better picture of benchmarks after their 2nd pilot

Kristin: should consider how it relates to higher level classes in the same sequence - pick most impactful SLOs that continue to higher level courses.

A feasibility of a unified intro bio exit exam has been discussed

#### o **English (Kristin)**

Planning to look at student learning via a prism of curriculum alignment of the newly re-designed English 96 (portfolios) with English 101 (exit exams), and English 102 (research paper). The existing materials (portfolios, exit exams and research papers) will be assessed as a chronological portfolio (using a holistic sliding-scale rubric). The common SLO that will be assessed is centered around rhetorical knowledge: audience and purpose.

The intent is to start with F2F courses before extending to OL ones.

Searching for existing tools for 2-year colleges

Planning to reach out to Sandy Vue to get enrollment lists for the courses in question and to determine the student sample. Might look at unsuccessful assessments and compare with successful assessments (i.e., those that meet the rhetorical knowledge learning outcome).

An important question to consider: How to define curriculum alignment?

#### o **Physical Sciences: Chemistry (Allan)**

Allan just finished grading the survey administered at the end of F18 semester

The tool has 3 Questions:

1 easy multiple-choice

1 challenging open-ended question

In the past UL assessment focused on analysis mistakes in this question and issuing recommendations with no noticeable improvements

Challenging but accessible questions are difficult to write and usually focus on application,

1 mid-level open-ended question, typical for the course

Easiest to write

Currently interested in assessing student learning via analysis of answers to this category of questions

Working on categorizing answers, validating categories - and planning to look into recommendations for faculty

- Michael distributed a handout with the results of the HLC HWC student survey results from April 2018 (238 respondents) and will present/discuss the details next time.

- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:00pm.

These minutes were approved by Loretta, seconded by Amy and supported unanimously by the present AC

members.



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## Minutes for 02/20/2019

3:00 PM to 4:00 PM in Room 1046

### Members Attending:

*Aigerim Bijelic - Biology*  
*Kristin Bivens - English, Speech and Theater*  
*Domenico Ferri - Social & Applied Sciences*  
*Michael Heathfield - Social & Applied Sciences*  
*Todd Heldt - Library*  
*Yev Lapik - Biology*  
*Erica McCormack - Humanities and Music*  
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*David Richardson - Humanities and Music*  
*Amy Rosenquist - English, Speech and Theater*  
*Camelia Salajejan - Math*  
*Jeffrey Swigart - Math*  
*Loretta Visomirskis - English*  
*Jennifer Vogel - Advising*  
*Paul Wandless - Art and Architecture*  
*Matthew Williams - ELL and WL*  
*Allan Wilson - Physical Science*

### Agenda

- Carrie: Long Range Calendar, Gen Ed This Fall
- Liaison Updates (part 2 of 4)
- Current Business (Jeff)

### Apologies:

- Jeff called the meeting to order at 3:03 pm
- **Review of minutes:** 02-13-2019 meeting minutes were approved
- **HWC AC 7 yr Calendar** (Carrie): Current trends in assessment include faster assessment turnaround from administering the tool to providing feedback to students and faculty.

The AC members discussed the topic of “shrinking” the 7-year GenEd assessment cycle, it’s necessity, feasibility and potential changes. The discussion included the following ideas and suggestions:

- Pair up some of the Gen Ed assessments (easy with difficult or thematically: speech with writing for effective communication)
- Do not assess all Gen Ed outcomes - focus on a couple that are most meaningful to address at the college-wide level
- Do less general, more targeted assessments, perhaps in collaboration with corresponding departments
- Outsource some of more discipline-specific assessment to the departments
- Take a full advantage of Openbook access- we didn’t have access to that data before...

The topics of survey administering (via instructors vs. direct administering to students) and representative sample



size/ self-selection concerns came up again...

- **Liaison Updates (part 2)**

**Mathew (WL- French):** Working (together with Andrew Cutcher) on assessment of how well students acquire vowel and consonant sounds while learning French. Planning to use sound projection analysis software PROT (open-source). In mid-March will have a “dry run” to familiarize students with the software and the assessment procedure, followed by an actual pilot with the same students later in the semester. Working on developing a rubric.

**Dave (Humanities- Music):** This assessment of music jurors has started 7 semester ago; currently it’s focused on two questions:

1. Are instructor and outside observers’ evaluations of student juries consistent?
2. Are students demonstrating learning outcomes of different levels?

Q1: Previously no result consistency was observed, but after working on introducing changes for the last 5 semesters, now an 80-90% agreement is observed between instructor and outside observers’ evaluations. The agreement rates are higher in higher level music classes.

This assessment project also led to the department paying more attention to staffing juries and re-emphasizing the sight reading outcome (and the need to teach sight reading more intentionally).

Carrie: This project is a good candidate for presentation at the Assessment Institute.

**Paul (Art):** Currently finalizing data analysis of the Art 196 Beginning Ceramics and Art 197 Advanced Ceramics class assessments conducted during Fall 2018 (throwing cylinder on pottery wheel followed by cutting in half and measuring the profiles). After conducting a pilot in Spring 2018, Paul noticed a bump in student performance in Fall 2018 as instructors become aware of and addressed certain instructional deficiencies while administering the assessment. Planning to repeat the same assessment in Art 196 this semester - to get a larger sample size. Planning to present data at the National Council on Education for the Ceramic Arts (NCECA) conference in 2020 - perhaps as a break-out session.

Other projects:

- a pilot is being developed for the beginning B&W Photography with Stephanie Burke
- is working on updating the general Art Department assessment 10-yr plan.

In a separate remark, Paul shared how beneficial are the cross-disciplinary interactions and course material exchange within the HWCAC for teaching process.

- **Current Business (Jeff):**

- AC needs a new Bio department liaison as it thanks Aigerim for her service
- AC needs more data analysts
- AC needs a representative to attend shared governance meetings (Yev attends most)
- IUPUI proposal? Dave?
- GoogleDoc is shared with all AC members for the AC Charge edits

- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:00pm.

These minutes were approved by Domenico, seconded by Amy and supported unanimously by the AC members present.



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## Minutes for 02/27/2019

3:00 PM to 4:00 PM in Room 1046

### Members Attending:

*Kristin Bivens - English, Speech and Theater*  
*Domenico Ferri - Social & Applied Sciences*  
*Michael Heathfield - Social & Applied Sciences*  
*Todd Heldt - Library*  
*Yev Lapik - Biology*  
*Erica McCormack - Humanities and Music*  
*Bridgette Mahan - Business*  
*Fernando Miranda-Mendoza - Math*  
*Carrie Nepstad - Social & Applied Sciences*  
*David Richardson - Humanities and Music*  
*Amy Rosenquist - English, Speech and Theater*  
*Jeffrey Swigart - Math*  
*Loretta Visomirskis - English*  
*Jennifer Vogel - Advising*  
*Paul Wandless - Art and Architecture*  
*Matthew Williams - WL/ELL*  
*Allan Wilson - Physical Science*

### Apologies:

*Camelia Salajejan - Math*

### Agenda

- Liaison Updates (part 3 of 4)
- Michael: More on HLC
- Chair Updates

- Jeff called the meeting to order at 3:03 pm
- **Review of minutes:** 02-20-2019 meeting minutes were approved
- **Liaison Updates (part 3 of 4)**

**Social & Applied Sciences** (Domenico): At the end of the Fall 2018 semester an assessment tool that surveyed student CE-related learning experiences within the department has been administered. The tool targeted (mostly indirectly) student attainment of five SLOs that were previously established to be universal for all disciplines taught at the department. The number of student responses was 256.

Overall, students were very positive about CE-related attitudes fostered by the departmental courses.

The only direct assessment question asking to name at least one historical figure that improved living conditions in the US was analyzed using a rubric:

- meets the outcome (235 students)
- partially meets the outcome (10 students)
- approaches meeting the outcome (7 students)
- doesn't meet the outcome (4 students)

The data generated by the survey is currently being analyzed and it's bound to start a lot of interesting conversations at the department (e.g., faculty may decide to produce a list of most influential people across disciplines and include the information in all departmental courses). Openbook data pertaining to the survey results might prove to be interesting, etc.



- **More on the feedback from the HLC (Michael):**

The HWC AC is already introducing or planning to introduce most of the suggestions (expansion into co-curricular assessment, shortening the GenEd assessment timeframe, streamlining the processes collecting and analyzing the data).

- **AC Chair Updates (Jeff):**

Jeff was notified by the current HWC administration that the DO recommended to reduce the amount of release time for AC unit liaisons and coordinators in half.

The AC members discussed the implications of that move:

- Considering that the next HLC report is due in 4 years, how does the college plan to explain the cut right after the 2018 accreditation?
- As HWC AC expanded into smaller units, it started to link with hugely important professional programme accreditation (e.g. CD, Business) -
- Online and Early College expansions are expected and assessment of student learning is getting more and more important in these areas.

- **Adjournment and Approval of These Minutes:** The meeting adjourned at 3:59pm.

These minutes were approved by Loretta, seconded by Michael and voted for unanimously by the AC members present.



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## Minutes for 03/06/2019

3:00 PM to 4:00 PM in Room 1046

### Members Attending:

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 Domenico Ferri - Social & Applied Sciences  
 Michael Heathfield - Social & Applied Sciences  
 Todd Heldt - Library  
 Yev Lapik - Biology  
 Erica McCormack - Humanities and Music  
 Bridgette Mahan - Business  
 Fernando Miranda-Mendoza - Math  
 Carrie Nepstad - Social & Applied Sciences  
 Kelly Przytulski - English, Speech and Theater  
 David Richardson - Humanities and Music  
 Amy Rosenquist - English, Speech and Theater  
 Jeffrey Swigart - Math  
 Camelia Salajejan - Math  
 Loretta Visomirskis - English  
 Jennifer Vogel - Advising  
 Paul Wandless - Art and Architecture  
 Matthew Williams - WL/ELL  
 Allan Wilson - Physical Science

### Agenda

- **Liaison Updates (part 4 of 4)**
- **Chair Updates**
  - \*Proposals for IUPUI (Deadline March 8th)
  - \*Recent Meetings with Admin

### Apologies:

- Jeff called the meeting to order at 3:05 pm
- **Review of minutes:** 02-27-2019 meeting minutes were approved
- **Introductions:** Kelly Przytulski - Intern at the English, Speech and Theater department (with Amy)
- **Liaison Updates (part 4 of 4)**

**Math** (Camelia): Has been administering Math 118 assessment for the past three semesters (SLO: interpreting information from tables, graphs and formulas). The pilot took place during Spring 2017 and the last round - Fall 2018. Administered as a pre-test and post-test (the order of questions was changed). Data analysis of all post-tests revealed improvement, but most likely due to edits and clarifications introduced into survey questions (e.g., adding the % symbol, changed a graph, etc.) Overall, the survey questions are not the same type as in the textbook - otherwise students would do better...

Recommendations will be issued - e.g. offer direct instruction on reading misleading graphs, fake news, etc.

Comparison of pre- and post-assessment results did not show any statistically significant differences except for students who took Math 99 at CCC versus those who haven't taken Math 99 at CCC.

This semester - started on preparatory fork for Math 140 (College Algebra) assessment: working on course objectives and SLOs; will need to go through the PACC process, after that - will work on designing the tool.

**Business** (Bridgette): need to establish a consistent assessment for the program accreditation purposes; also hope to use the assessment data to guide the pre-req recommendations, and teacher preparation, content refinement.

Based on pathways and student tenure, selected and organized business courses into two groups: Early Tenure (11, 141, 181) and Late Tenure (182, 269, 201). The 60 min survey was administered via Bb (currently migrating to BrSpace) and send to all sections (OL and F2F).

Need to increase the number of survey respondents for accreditation.

Will continue to refine the tool.

Still in research and discussion about how to utilise the assessment data.

**Library** (Todd): had to redesign the Boolean Operators assessment tool to clarify certain things based on the last semesters' data. Clarifications helped to get better responses from students. Students got better at picking keywords but about the same as before about finding synonyms for those keywords ("synonym acquisition").

Still working out the best way to administer the survey since offering it at the end of a busy class probably leads to rushed responses.

Next semester will be teaching four different learning communities - hopes to get a good amount of data...

- **AC Chair Updates (Jeff):**

- The UL-AL presentations are completed for this semester - will talk more next time on dissemination of this information
- IUPUI (due March 8th) - Carrie will apply
- Meetings with admin: Dave's UL- AL pres was impressive, president Lopez came out with much better understanding of the importance of assessment for the HWC; Also the data on HWC AC was presented: 20% of faculty "went through" the AC, we had 25 different UL-AL so far, huge impact on professional development
- President Lopez suggested a possibility of external endowment
- AC execs now are waiting to hear back from the administration

- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:02pm.

These minutes were approved by Jeff, seconded by Amy and voted for unanimously by the present AC members.



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## Minutes for 03/13/2019

3:00 PM to 4:00 PM in Room 1046

### Members Attending:

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*Matthew Williams - WL/ELL*  
*Allan Wilson - Physical Science*

### Apologies:

*Domenico Ferri - Social & Applied Sciences*  
*Paul Wandless - Art and Architecture*  
*Aigerim Bijelic - Biology*

### Agenda

- **Chair:**
  - Meetings With Admin
  - Charge
  - Assessment Times Article Ideas
  - Thoughts on Liaison Updates
  - Applied to IUPUI
  
- **Gen Ed:**
  - Updates on Civic Engagement
  - Reconsidering the Gen Ed Calendar

Continued

- Jeff called the meeting to order at 3:03 pm
- **Review of minutes:** 03-06-2019 meeting minutes were approved
- **Gen Ed (Carrie):**
  - **Updates on Civic Engagement:**  
Fernando did preliminary data analysis and has some ideas on how to analyze it; he also looked at Domenico's data and will decide whether the GenED and UL data can be integrated in a way to tell a story.
  - **Brightspace for assessment:**
    - BrSp has good capabilities of aligning things to competencies (at multiple levels) but will require significant time investment to start the process; there are also some features that need to be built in
    - Competency coordinator access - can pull data from assessed courses, no data changing capabilities. **Note:** Have to come to an agreement within AC/ faculty about access to their courses' LMS  
Jen designed a CD master course with assessments built-in but only competency coordinator can administer and pull data...

- Carrie is exploring a possibility of pulling data based on rubrics that are already associated with CD assessment tools.
- In BrSp, instructors can automatically get graded data (if assessment administered for grades).
- **Reconsidering the Gen Ed Calendar is to be continued**

● **AC Chair Updates (Jeff):**

- Liaison updates: was it a good format - spread over few days? AC members recommended to introduce a suggested a 10-15 min time frame for guidance, not including the Q&A time.
- IUPUI: Carrie and Jeff applied last Fri.
- Some edits were introduced to the AC Charge - Jeff will share in google docs
- Assessment Times Article Ideas - all execs will contribute - the deadlines follow the calendar:

Eleven 3/27		-Assessment Times draft
Twelve 4/3		-Assessment Times editing
Thirteen 4/10		-Assessment Times final draft, convert to publisher, check for final edits.

Fifteen 5/1		-Assessment Times dissemination
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- Meetings With Admin:
  - Cuts are very likely but will try to minimize them
  - A possibility of awarding stipends instead of release time was discussed (won't work for all AC members as it requires working overtime)
  - Various strategies on how to deal with budget constraints were discussed (consolidating certain duties of Execs, scaling down GenEd and UL assessments, tying GenEd and UL and focusing on the same SLO for depth, or, focusing on entirely different things in GenEd and UL, for breadth)

● **Adjournment and Approval of These Minutes:** The meeting adjourned at 3:58pm.

These minutes were approved by Domenico, seconded by Loretta and voted for unanimously by the AC members present.



# Assessment Committee

Harold Washington College

## Executive Officers

Jeffrey Swigart (Chair)

Carrie Nepstad (Vice Chair of Gen Ed),

Michael Heathfield (Vice Chair of Co-curricular Assessment),

Erica McCormack (Vice Chair of Unit Assessment),

Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)



## Minutes for 03/20/2019

3:00 PM to 4:00 PM in Room 1046

### Members Attending:

*Kristin Bivens - English, Speech and Theater*  
*Domenico Ferri - Social & Applied Sciences*  
*Michael Heathfield - Social & Applied Sciences*  
*Todd Heldt - Library*  
*Yev Lapik - Biology*  
*Erica McCormack - Humanities and Music*  
*Bridgette Mahan - Business*  
*Fernando Miranda-Mendoza - Math*  
*Carrie Nepstad - Social & Applied Sciences*  
*David Richardson - Humanities and Music*  
*Amy Rosenquist - English, Speech and Theater*  
*Jeffrey Swigart - Math*  
*Camelia Salajeon - Math*  
*Loretta Visomirskis - English*  
*Jennifer Vogel - Advising*  
*Paul Wandless - Art and Architecture*  
*Matthew Williams - WL/ELL*

### Apologies:

### Agenda

- **Jeff: HWCAC Presidents' updates**
- **Carrie: Program Committee update**
- **Jeff: Approve Charge**
- **Jeff: Future plans**
- **Fernando: Another analyst?**
- **Yev: Group Picture for Assessment Times**

- Jeff called the meeting to order at 3:05 pm
- **Review of minutes:** 03-13-2019 meeting minutes were approved
- **Jeff: HWCAC Presidents' updates**
  - President Lopez asked Jeff for another meeting after the meeting last Thu (no agenda yet, perhaps regarding strategic plan, not necessarily release time...)
  - Last meeting experience revealed a possible confusion between assessment and evaluation and, perhaps, how assessment data should be used
    - Paul suggested to invite President Lopez to an AC meeting for a two-sided Q&A session
    - We will need to have an early assessment "onboarding" for whoever is elected to be the new VP
    - Jeff: we will continue the communication
- **Carrie: Program Committee update**
  - The committee keeps discussing what determines program "health"
  - Carrie informed them that a robust assessment program in place (according to HLC) is a sign of program health
    - Assessment data cannot be used for program evaluation and comparison among



programs, departments, etc.

- Outside accreditation fulfills the role of program evaluation (not assessment)
- Individual programs can establish assessment benchmarks for graduation based on their assessment data
- Paul: it is important to distinguish between course-level assessment and program-level assessment: a student can do good in one and bad in another, can't serve as indicators of program health
  - Not all outcomes are assessed even within the same course-level assessment
  - great assessment tools might not bring great data (e.g. due to low student number) and it's not an indication about program health
- Carrie: Programs need a capstone course or program-level assessment
- Domenico: It appears to be an overemphasis on programs and career-oriented goals; this approach skips a number of intermediate goals that are more appropriate to students' level of education. Is it financially driven?
- **Jeff: Approve Charge**
  - Decided to have a dynamic charge throughout the school year (in the form of a shared GoogleDoc) , will be approved each Spring and updated on the HWCAC website
  - The committee read and discussed the two changes in the charge:
    1. regarding UL-AL not writing for Spring issue of AT (write the reports instead)
    2. substituting FD presentation of UL-AL work with alternative multimedia formats suitable for posting on the HWCAC website

Erica- motioned to approve the changes to the Charge, Amy seconded, unanimously approved by the HWCAC members present.

- **Jeff: Future plans**

Jeff is submitting SAs for the Fall 2019 next Wed - confirm or indicate your interest in UL-AL or committee executive positions before then

- **Fernando: Another analyst?**

Fernando conducted a preliminary interview of one of the adjuncts (Physical Sciences) and stated that he's a very strong candidate who can start in the Fall 2019. HWCAC supported this decision by a majority vote with one abstention (Kristin).

- **Yev: Group Picture for Assessment Times**

Several photobombs were detected

- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:02 pm.

These minutes were approved by Erica , seconded by Domenico.



## Assessment Committee

Harold Washington College

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Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)



### Minutes for 03/27/2019

3:00 PM to 4:00 PM in Room 1046

#### Members Attending:

*Kristin Bivens - English, Speech and Theater*  
*Domenico Ferri - Social & Applied Sciences*  
*Michael Heathfield - Social & Applied Sciences*  
*Todd Heldt - Library*  
*Yev Lapik - Biology*  
*Erica McCormack - Humanities and Music*  
*Bridgette Mahan - Business*  
*Fernando Miranda-Mendoza - Math*  
*David Richardson - Humanities and Music*  
*Amy Rosenquist - English, Speech and Theater*  
*Jeffrey Swigart - Math*  
*Camelia Salajejan - Math*  
*Loretta Visomirskis - English*  
*Jennifer Vogel - Advising*  
*Matthew Williams - WL/ELL*  
*Allan Wilson - Physical Science*

#### Apologies:

*Carrie Nepstad - Social & Applied Sciences*

#### Agenda

- SSI Survey
- Michael: Update on co-curricular assessment
- Jeff: Assessment Times draft and other updates

- Jeff called the meeting to order at 3:03 pm
- **Review of minutes:** 03-20-2019 meeting minutes were approved
- **SSI Survey:** Ruffalo Noel Levitz's Student Satisfaction Inventory (SSI) survey
  - The results of the SSI pilot were recently distributed to the HWC community
  - AC members have questions about result interpretation (the meaning of "gap," the difference between gaps for strength and challenges and some others)
  - Jeff invited Sandy Vue, the HWC Assistant Director of Research & Planning to the next weeks' HWCAC meeting to answer some questions
  - Additional concern: the email from President Lopez states "this intuition institution has not surveyed its students in this capacity for over 10 years" - it is incorrect, as HWC had two CCSSE in the past 10 years: in 2009 and in 2014. HWCAC assisted with administering but did not have access to all the data...
- **Michael: Update on co-curricular assessment**
  - The literature on programs and services that support student learning is very complicated and messy

- Planning to start small – tutoring, advising, SGA
- Talked to people from these units – all are working on formulating or re-formulating their SLOs and deciding on what can be assessed
- Was working with Jennifer Vogel to identify different areas of focus within the Advising. It turned out to be a lot: First Year Experience, Transfer, Completion, Online Services, Special Partners/Programs, SAP and others...
- It would be interesting to assess orientation to see in what topics students can bypass advisor complete tasks independently
- How students become independent, proactive, autonomous? Focus on deeper underlying things
- SSI data wouldn't be useful since it does not collect data on student learning, only student satisfaction which is not necessarily reflective of services (e.g. according to the results of the HLC survey – while the scores were still high, FinAid and Advising got relatively lower scores– likely because that's where students get bad news)

- **Jeff: Assessment Times draft and other updates**

Assessment times:

Use Editing tab to paste articles

By next meeting, read each others articles and

Use Suggesting Tab for edits

QR Survey: Jeff is working on the report with Fernandos' help

Fall 2019 release: Jeff bring release time forms next week or email them for signatures

The HWCAC members discussed a recent article in the Chronicle “Assessment Is an Enormous Waste of Time” by Erik Gilbert:

[http://links2.newsletter.chronicle.com/u/click?t=d6b85331c7f64991b3bfd8ac52407544&m=1578ea618be44f1cad8e874174e956b8&e=Swi-dAAOm1H4kwknvgS7l-fff9hWF5CK\\_9P2nbzi0z6YUQEj-cyAHsvjdQJvaiYH4LOhzUpos9HnElk4dG0uRYEun4jh8EhVtMsEpozSdi53MDiNhMqYIQyXEr9m4FijozqxwPIOMavoGMx4y0j5ZmwWTpMSUzigK2rTNUBnzpbUqmwwhzVMYK05viiRisvdcAbg0HuMHR33hC75X3wYlJea0SaJmPTbiBAn5\\_qDiwgpVNq0T9oOEKAWnUUoJuLAP4xsmfHC-WTH3-biMp5C7p45bP1Q4aM5uMFr32Z2IYQISR3bhvyDigbVrnEsP3kuJT7Y8NZQ62G\\_5XP3ad39T3NsF6zfskINA6rTIFL8\\_Pc%3D](http://links2.newsletter.chronicle.com/u/click?t=d6b85331c7f64991b3bfd8ac52407544&m=1578ea618be44f1cad8e874174e956b8&e=Swi-dAAOm1H4kwknvgS7l-fff9hWF5CK_9P2nbzi0z6YUQEj-cyAHsvjdQJvaiYH4LOhzUpos9HnElk4dG0uRYEun4jh8EhVtMsEpozSdi53MDiNhMqYIQyXEr9m4FijozqxwPIOMavoGMx4y0j5ZmwWTpMSUzigK2rTNUBnzpbUqmwwhzVMYK05viiRisvdcAbg0HuMHR33hC75X3wYlJea0SaJmPTbiBAn5_qDiwgpVNq0T9oOEKAWnUUoJuLAP4xsmfHC-WTH3-biMp5C7p45bP1Q4aM5uMFr32Z2IYQISR3bhvyDigbVrnEsP3kuJT7Y8NZQ62G_5XP3ad39T3NsF6zfskINA6rTIFL8_Pc%3D)

and considered submitting a reply to Chronicle from HWCAC.

- **Adjournment and Approval of These Minutes:** The meeting adjourned at 3:59 pm.

These minutes were approved by Loretta, seconded by Amy and voted for unanimously by the present AC members.



## Assessment Committee

Harold Washington College

### Executive Officers

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Erica McCormack (Vice Chair of Unit Assessment),

Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)



### Minutes for 04/03/2019

3:00 PM to 4:00 PM in Room 1046

#### **Members Attending:**

*Kristin Bivens - English, Speech and Theater*  
*Domenico Ferri - Social & Applied Sciences*  
*Michael Heathfield - Social & Applied Sciences*  
*Todd Heldt - Library*  
*Yev Lapik - Biology*  
*Erica McCormack - Humanities and Music*  
*Bridgette Mahan - Business*  
*Fernando Miranda-Mendoza - Math*  
*David Richardson - Humanities and Music*  
*Amy Rosenquist - English, Speech and Theater*  
*Jeffrey Swigart - Math*  
*Camelia Salajejan - Math*  
*Loretta Visomirskis - English*  
*Jennifer Vogel - Advising*  
*Matthew Williams - WL/ELL*  
*Allan Wilson - Physical Science*

#### **Honored Guests:**

*Sandy Vue - Assistant Director of Research & Planning*

#### **Apologies:**

*Carrie Nepstad - Social & Applied Sciences*  
*Paul Wandless - Art and Architecture*

#### **Agenda**

- Jeff: Assessment Times draft and other updates
- Sandy Vue: Q & A on SSI Survey

- Jeff called the meeting to order at 3:05 pm
- **Review of minutes:** 03-27-2019 meeting minutes were approved
- **Jeff: Assessment Times draft and other updates**
  - No updates from Vincent on Fall 2019 HWCAC release time but he encouraged members to choose stipend over release time whenever possible
  - Erica: UL reports are due April 24th for the draft; May 1st is the due date for edits; May 8th is the final deadline
  - Assessment Times draft: accept your edits/suggestions by the end of the day Mon - the shared file will be locked after that.
- **SSI Survey Q&A (Sandy Vue):**

**Q (Mike):** comparative data between HWC and NCC group - what is it?

**A:** NCC - National Community Colleges: 200-300 2-year institutions (size and locations vary)

**Q:** Is the NCC cohort simply made of all community colleges who took the survey or selected based on some kind of criteria?

**A:** All community colleges, no criteria, we can't choose a cohort to compare to

630 is within the margin of error to get the baseline

**Q:** What are the SSI advantages over CCSSE (Community College Survey of Student Engagement) we have used in the past?

**A:** CCSSE is longer (and more thorough, more questions), all paper based (no opportunity to administer electronically), more expensive (~ 11k)

**Q:** How does this recent SSI data compares to our previous CCSSE data collected in 2014, 2009 and 2005)?

**A:** Sandy has access only to 2014 data and will look more closely for comparison purposes.

**Q (Dave):** How to interpret the "gap" values with regards to "very satisfied" and "very dissatisfied," how these items were assigned?

**A:** Gaps shouldn't be compared among different survey questions; for each question, top and bottom gaps were assigned as "very satisfied" and "very dissatisfied." Therefore, challenges and strength are defined relatively to each other within each category...

**Q:** Is it possible to tease out additional data from the SSI survey - in addition to the data presented in the report?

**A:** Yes, data can be disaggregated to look at certain correlations (e.g. demographics)

**Comment (Erica):** Student dissatisfaction does not always reflect the quality of service since certain offices (e.g. Fin Aid, Advising) are bound to inform students of "bad news" (e.g. regarding SAP holds, financial delinquency, etc.) as part of their duties.

**A:** Yes, that has to be taken into account

**Comment (Kristin):** Certain questions ask students to extrapolate their individual experiences on how all/other students feel, think, perceive, etc., it is a questionable approach.

**A:** SSI has consultants available to answer these (and other) types of questions; we will set up a Q&A session

**Additional notes on SSI:**

- OL students not included
- In 2 yrs will administer online
- Can add 10 questions of our choice
- Cost of survey - shared the cost with Truman, our cost was 4K
- Participants had Samson tablets raffle
- Truman faculty wanted to survey a particular group of students so we can't compare results

- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:05 pm

These minutes were approved unanimously by the present AC members.



# Assessment Committee

Harold Washington College

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Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)



## Minutes for 04/10/2019

3:00 PM to 4:00 PM in Room 1046

### Members Attending:

*Kristin Bivens - English, Speech and Theater*  
*Domenico Ferri - Social & Applied Sciences*  
*Michael Heathfield - Social & Applied Sciences*  
*Todd Heldt - Library*  
*Yev Lapik - Biology*  
*Erica McCormack - Humanities and Music*  
*Bridgette Mahan - Business*  
*Fernando Miranda-Mendoza - Math*  
*Carrie Nepstad - Social & Applied Sciences*  
*David Richardson - Humanities and Music*  
*Jeffrey Swigart - Math*  
*Camelia Salajejan - Math*  
*Loretta Visomirskis - English*  
*Jennifer Vogel - Advising*  
*Paul Wandless - Art and Architecture*  
*Matthew Williams - WL/ELL*

### Honored Guests:

*Robin Wucherer - OH AC chair*

### Apologies:

*Amy Rosenquist - English, Speech and Theater*  
*Allan Wilson - Physical Science*

### Agenda

- **Assessment Times Finalizing**
- **Unit Liaison Artifacts**
- **Gen Ed Update**
- **Plan for the Rest of the Semester**

- Jeff called the meeting to order at 3:05 pm
- **Review of minutes:** 04-03-2019 meeting minutes were approved
- **Jeff: Assessment Times draft and other updates**
  - Should plan a Sandy Vue session debrief
- **Unit Liaisons:**
  - **Final Reports:** Drafts are due Wed April 24th; week - 15 editing; week 16 - final drafts are due
  - **Artifact portion** (recording or something shareable on website): due week 16 as well
    - Jeff: may be will be easier to complete the artifact after the semester ends, do not have to be elaborate - do not narrate the whole report, highlights or something interesting to replace 5 min presentations we used to do at FDW... (Tweeting, Blogs, Narrated presentation, etc.)
    - Email Jeff and Erica, cc Yev

- UL will have to include info on program/certificate assessment at the department, Erica will provide specific questions/ details
  -
- **HWC AC twitter account twitter account** (Kristin) -the AC voted unanimously to set up the “HWLearns” twitter account and start tweeting in the Fall 2019 (Erica motioned, Michael seconded). All tweets will be voted on by the AC (as we do with minutes)
- **Kristin English UL:** found that the presence/amount(?) of student debt prevents student retainment in the 101/097 102 course sequence. Will convey the information to the Strategic planning committee perhaps via Bernedette.
- **Gen Ed Update** (Carrie) - is working on qualitative analysis with Fernando’s help.
  - When coding for themes found connection to co-curricular - talk to Michael
  - **Effective writing Gen Ed next semester**
    - Building a small team, will start with read previous report (Amy volunteered)
    - Will review effective writing SLOs before the end of the semester
  - **Diversity GenEd - next**
    - Building a small team (Bridgette volunteered)
  - AC members continued to discuss possible changes to the HWC assessment calendar (e.g.)
    - Some assessments (e.g. writing) require more resources than automatically graded ones (e.g. diversity) - can be combined? (Conducting 2 assessments per year can shrink the cycle to 4 years...)
    - Currently, lots of work done at UL - perhaps it’s ok to maintain an 7 yr cycle for GenEd?
    - We already short on time for AC conversations/discussions with 7 yr calendar. Need to make sure we are on the same page with vocab, strategy-sharing processes; concentrating on the process to be more meaningful rather than faster...
      - Michael: committee activity increased exponentially and became segmented with UL work, missing authentic discussions
    - Perhaps make the calendar discussion a part of the yearly review
- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:00 pm
 

These minutes were approved by Domenico , seconded by Jeff and voted for unanimously by the present AC members.



## Assessment Committee

Harold Washington College

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Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)



### Minutes for 04/24/2019

3:00 PM to 4:00 PM in Room 1046

#### Members Attending:

*Kristin Bivens - English, Speech and Theater*  
*Domenico Ferri - Social & Applied Sciences*  
*Michael Heathfield - Social & Applied Sciences*  
*Todd Heldt - Library*  
*Yev Lapik - Biology*  
*Erica McCormack - Humanities and Music*  
*Bridgette Mahan - Business*  
*Fernando Miranda-Mendoza - Math*  
*Carrie Nepstad - Social & Applied Sciences*  
*David Richardson - Humanities and Music*  
*Amy Rosenquist - English, Speech and Theater*  
*Jeffrey Swigart - Math*  
*Camelia Salajejan - Math*  
*Loretta Visomirskis - English*  
*Jennifer Vogel - Advising*  
*Paul Wandless - Art and Architecture*  
*Matthew Williams - WL/ELL*  
*Allan Wilson - Physical Science*

#### Apologies:

#### Agenda

- **Jeff: Thoughts on Sandy Vue's Presentation**
- **Gen Ed (including civic engagement analysis and effective writing SLO's)**
- **Annual report editing**
- **Assessment Times Finalize**

- Jeff called the meeting to order at 3:04 pm
- **Review of minutes:** 04-10-2019 meeting minutes were approved
- **Jeff: Thoughts on Sandy Vue's SSI Survey Presentation**
  - AC still has questions about the SSI survey and reservations about the tool used
  - AC will continue the tradition of inviting Sandy next semester (and every semester)
  - AC members should send Jeffrey any SSI questions via email
  - Potentially, AC can invite President Lopez to discuss the choice of the tool and results. Will any of the Strategic Planning groups use the data or is it just a baseline for the next year?
- **Carrie: General education, including civic engagement and our overall calendar**
  - AC continued the **Assessment Calendar discussion:**
    - HWC-specific GenEd SLOs - what are they, how did they come about, are they still relevant? May be it's time to revise since it's been 16 years... ( see <http://www.ccc.edu/colleges/washington/departments/Documents/HWCAC/Gen%20Ed%20Assessment/HWCAC%20-%20Gen%20Ed%20Assessment%20-%20Philosophy,%20Goals,%20SLO%27s.pdf> )



- It's a good time to pause for the Fall 2019 semester to reflect on the GenEd SLOs and review
- Might be a good time to reflect on the assessment process after the HLC review
- Do better assessment not more assessment
- Discuss how to ensure appropriate assessment of student learning in dual credit and OL classes
- Does Brightspace improve student learning?
- While assessment discussions do take place at the individual departments, it might be beneficial to look at the GenEd SLOs outside of the context of individual courses and disciplines
  - e.g., GenEd SLOs can be viewed as SLOs for liberal arts education
- UL work can inform the GenEd assessment work in how to develop questions and strategies
- Faculty who do not teach within the GenEd areas can be used to offer suggestions for the GenEd SLO updating and picking the most significant areas for their disciplines
- Get more input from faculty outside of the AC on what they are interested in exploring regarding student learning

**Carrie proposed for the HWCAC to pause the GenEd calendar starting Fall 2019 and reflect on the HWC GenEd assessment process, goals and SLOs before moving on. The HWCAC members supported this proposal unanimously.**

- Erica: UL should work on the **Annual Report** editing this week
- Kristin has created a **Twitter account** for the HWCAC - "HWLearns" ( <https://twitter.com/HWLearns> ) and followed 16 HWC-, CCC- and assessment-related feeds
- **Assessment Times newsletter final draft is available** - please read and provide edits
- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:04 pm

These minutes were approved by ----- , seconded by -----



# Assessment Committee

Harold Washington College

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Fernando Miranda-Mendoza (Research Analyst), Yev Lapik (Secretary and Online Learning)



## Minutes for 05/01/2019

3:00 PM to 4:00 PM in Room 1046

### Members Attending:

*Kristin Bivens - English, Speech and Theater*

*Domenico Ferri - Social & Applied Sciences*

*Michael Heathfield - Social & Applied Sciences*

*Todd Heldt - Library*

*Yev Lapik - Biology*

*Erica McCormack - Humanities and Music*

*Bridgette Mahan - Business*

*Fernando Miranda-Mendoza - Math*

*Carrie Nepstad - Social & Applied Sciences*

*David Richardson - Humanities and Music*

*Camelia Salajejan - Math*

*Jeffrey Swigart - Math*

*Loretta Visomirskis - English, Speech and Theater*

*Jennifer Vogel - Advising*

*Paul Wandless - Art and Architecture*

*Matthew Williams - WL/ELL*

*Allan Wilson - Physical Science*

### Honored Guests:

*Alisa Allkins - English, Speech and Theater*

### Apologies:

*Amy Rosenquist - English, Speech and Theater*

### Agenda

- **Jeff: Updates**
- **GenEd - Humanities**
- **Assessment Times**

- Jeff called the meeting to order at 3:06 pm
- **Review of minutes:** 04-24-2019 meeting minutes were approved
- **Jeff: Updates**  
Research analyst position required an urgent update (by Vincent's request) to justify release, AC execs edited the description document to clarify that there's a need for a specialized data analysis beyond the scope of the institutional research analyst. Will review and approve via email on at the AC execs meeting 5-8-19
- **GenEd - Humanities**  
Dave created four versions of the report:
  1. One-page summary
  2. Eleven-page short version
  3. Medium version
  4. Long version

- In the future, AC should consider writing abstracts of the reports
- AC discussed which version(s) should be available on the AC website and decided that AC execs will read all versions and come up with a decision at the 5-8-19 meeting. In any case, all versions will be archived...
- AC members focused on discussing the One-page summary and the Short version with regards of phrasing and framing the results and recommendations
  - Historically, AC was always very open about the data (no soft-pedaling)
  - We should focus on what we want to say in the report and not on how it looks
  - Based on data obtained, students performed poorly on the outcomes we were assessing - but there are huge caveats in the design and administering of the tool that potentially invalidate the data...
  
- Consistently huge method and sample difficulties with GenEd assessments
- Come up with a different approach towards GenEd assessment?
- The AC experience with GenEd assessments suggests that we should pause, discuss and strategize before moving on
- Unit-level assessments work well!
  
- **Adjournment and Approval of These Minutes:** The meeting adjourned at 4:03 pm  
 These minutes were approved.