

Assessment Committee

Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 9/7/2022

- **Attendance:**

- Allan Wilson (Physical Science)
- Amy Rosenquist (English)
- Anthony Woods (Computer Information Systems)
- Bridgette Mahan (Business)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David Richardson (Humanities and Music)
- Farah Movahedzadeh (Biology)
- Hamed Sarwar (Biology)
- Jeffrey Swigart (Mathematics)
- Joe Hinton (Career Programs)
- Juanita Del Toro (Social & Applied Sciences)
- Komala Hayes (Sociology/College Success, Olive Harvey)
- Loretta Visomirskis (English)
- Matthew Williams (World Languages / English Language Learning)
- Phillip Vargas (Physical Science)
- Todd Heldt (Library)
- Ukaisha Al-Amin (English)

- **Intro:** David welcomed everyone to the hy-flex meeting being run from room 1046 with a camera on the folks in the room with others using Zoom remotely from home or other locations.
- **Documents from Outside the Committee:** Dave shared that over the summer Amy Rosenquist fielded a request from Jennifer Meresman to house the recent developmental education report on our webpage. Should we put documents from outside the committee on our webpage? Carrie wondered if we should have criteria for such documents, such as if they're related enough to assessment. Jeff shared that the document is actually already on the webpage under program assessment, but he can move it or remove it anytime if the committee desires. Farah emphasized that such documents should be related to assessment, and Matthew suggested mention could be made in the newsletter.
- **District-Wide Assessment Committee:** The district asked for reps from each college's academic affairs, student affairs, and assessment committee. Carrie and Dave will share this responsibility and focus on our committee's cocurricular work. They will also start meeting regularly with VP Theresa Carlton.
- **Calendar:** Dave shared his semester calendar. The key items are moving up the newsletter deadline to be earlier in the semester, working on another query survey this semester to followup on our initial 2020 query survey, and pushing the analysis of our 2021 participate survey to next semester.
- **Query #2 in 2022:** Dave shared potential questions for our second query survey to be given this semester. The committee shared edits, and we ended with these potentials.
 - Question #1: I feel comfortable enough in my classes to ask questions or discuss course content.
 - Question #2: My classes provide a sense of connection and community.
 - Question #3: I have been encouraged to actively engage in and contribute in my classes.

We also discussed whether to use Google Forms or Qualtrics and tabled that decision for now.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 9/14/2022

- **Attendance:**
 - Allan Wilson (Physical Science)
 - Amy Rosenquist (English)
 - Carrie Nepstad (Social & Applied Science)
 - Chao Lu (Mathematics)
 - David Richardson (Humanities and Music)
 - Farah Movahedzadeh (Biology)
 - Jeffrey Swigart (Mathematics)
 - Joe Hinton (Career Programs)
 - Juanita Del Toro (Social & Applied Sciences)
 - Komala Hayes (Sociology/College Success, Olive Harvey)
 - Loretta Visomirskis (English)
 - Matthew Williams (World Languages / English Language Learning)
 - Phillip Vargas (Physical Science)
 - Todd Heldt (Library)
 - Ukaisha Al-Amin (English)
- **Intro:** David welcomed everyone to the hy-flex meeting being run from room 1046 with a camera on the folks in the room with others using Zoom remotely from home or other locations. Carrie motioned to approve last week's minutes, Amy seconded, and the committee approved.
- **Annual Report 2021-2022:** We discussed and made minor edits. Carrie motioned to approve, Farah seconded, and the committee approved. Jeff will post it on the website when two pending links are filled in with almost-finished unit liaison reports.
- **Query:** We edited the three questions a bit more. Then Carrie motioned to approve, Allan seconded, and the committee approved. We discussed quite deeply what would be the best day to email out the survey, and we agreed on Tuesday of week 4.
- **Newsletter:** Since we are trying to get this done earlier this semester than in the past, we began discussing themes. Potentials included gratitude, interconnectedness, throughlines throughout the college, connectedness to adjuncts, connectedness across the modalities of zoom and face-to-face, homecoming (including both those teaching face-to-face and those on Zoom), trusting each other (including students' trust of HWC), reinvesting in each other. Dave asked for drafts in Week 5, 700 words or less, to try to shorten the overall length a bit.

Assessment Committee Harold Washington College



*Chaired by David Richardson (Humanities and Music)
Minutes for 9/21/2022*

- **Attendance:**

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|--|--|
| <ul style="list-style-type: none">○ Allan Wilson (Physical Science)○ Amy Rosenquist (English)○ Bridgette Mahan (Business)○ Carrie Nepstad (Social & Applied Science)○ Chao Lu (Mathematics)○ Alysandra Cruz-Bond (Advising)○ David Richardson (Humanities and Music)○ Elmer Felipe (SGA: Student Government Association)○ Farah Movahedzadeh (Biology) | <ul style="list-style-type: none">○ Ivanhoe Tejeda (Architecture)○ Jeffrey Swigart (Mathematics)○ Joe Hinton (Career Programs)○ Juanita Del Toro (Social & Applied Sciences)○ Matthew Williams (World Languages / English Language Learning)○ Payton Carlson (SGA: Student Government Association)○ Phillip Vargas (Physical Science)○ Todd Heldt (Library)○ Ukaisha Al-Amin (English) |
|--|--|

- **Intro:** David welcomed everyone to the hy-flex meeting being run from room 1046 with a camera on the folks in the room with others using Zoom remotely from home or other locations. Amy motioned to approve last week's minutes, Juanita seconded, and the committee approved.
- **Newsletter Articles:** We started discussing our ideas for our newsletter articles. Todd shared about his own feeling of disconnectedness in online classes. Payton of SGA agreed, emphasizing that this is part of the reason SGA meets in person. Joe wondered if what is "traditional" has permanently changed to a mix of face-to-face and online for most students. Other committee members discussed their attempts at renewing connectedness since the pandemic.
- **Query:** The query survey is live with over 80 responses so far! Here are the three questions, each with the options strongly agree, somewhat agree, neutral, somewhat disagree, strongly disagree:
 - My classes provide a sense of connection and community.
 - I have been encouraged to actively engage in and contribute in my classes.
 - I feel comfortable enough in my classes to ask questions or discuss content.

Dave emailed it out on Tuesday. We discussed how long to leave it running. Twelve-week classes start next week, so we definitely want to give those students a chance. SGA may try to send it out. Joe suggested using Navigate. Alyssandra suggested asking Jackie Werner for help in sending it out in other ways. Elmer suggested a mass announcement on Brightspace as well as a focused announcement for 12-week. Payton asked to add an open-ended

question to the survey, or at least add one next time. Dave responded this is a very good idea, though this time we tried to keep it short and easy to analyze.

- **Feedback Loop:** Payton also asked about our feedback loop, specifically what we do with our data. Dave gave an overview of our committee process. Carrie shared about ways she plans to work with student activities in her role with cocurricular assessment. Farah noted her interest in how faculty are feeling as a point of potential inquiry. Ukaisha suggested working more closely with CAST (Committee on the Art and Science of Teaching).
- **Admin Meeting:** Dave and Carrie shared that their meeting with VP Theresa Carlton and Dean Jackie Werner went very well. They mainly discussed our committee's history and current work.
- **Assessment Times:** Dave will share a Google Doc for pasting in articles. Drafts are due within the next week or two if possible.

Assessment Committee

Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 9/28/2022

- **Attendance:**
 - Allan Wilson (Physical Science)
 - Amy Rosenquist (English)
 - Bridgette Mahan (Business)
 - Carrie Nepstad (Social & Applied Science)
 - Chao Lu (Mathematics)
 - Alysandra Cruz-Bond (Advising)
 - David Richardson (Humanities and Music)
 - Elmer Felipe (SGA: Student Government Association)
 - Farah Movahedzadeh (Biology)
 - Ivanhoe Tejada (Architecture)
 - Jeffrey Swigart (Mathematics)
 - Joe Hinton (Career Programs)
 - Juanita Del Toro (Social & Applied Sciences)
 - Todd Heldt (Library)
 - Ukaisha Al-Amin (English)
- **Intro:** David welcomed everyone. Joe motioned and Todd seconded approval of last week's minutes, and the committee approved.
- **Query Survey:** Today our count went from 250 to over 400 with the publication of a Brightspace banner announcement for all HWC students, thanks to the Dean's approval and Charles McSweeney's help. The current total number of students at HWC is around 5500, and our usual goal is to get 10% of that in order to have confidence in our inferences. We think we can make it by the October 1st completion deadline, but if we need to we'll keep the survey open a bit longer.
- **Assessment Times Google Doc:** Dave shared it, and some folks have already pasted their articles there. The articles are due preferably within a week from now.
- **General Education Assessment:** Dave noted an absence of clarity in some recent conversations he'd had about Gen Ed assessment, and so opened the topic for discussion with questions about the current committee conceptualization and some related uncertainties (e.g. responsibility for and reporting of Gen Ed findings) and some potential answers to the questions. Here are some of the key items folks discussed.
 - Does institutional assessment (outcomes and findings) replace general education, or should we keep them both separate?
 - Will our new process for assessing ILOs look like our previous one, which featured a rotating calendar, with the aim of assessing one objective each year (after multiple semesters of preparation and often with multiple semesters of analysis and interpretation after? And if so, should we/how can we shorten the length of the eight year cycle we used to have with the eight general education outcomes once per year, thus only repeating once every eight years?

- Should we connect the ILO's to all aspects of each branch of our committee? For example, should unit liaisons report findings from their projects in relation to the ILO's (or Gen Ed outcomes if they are kept separate)? Or should a subcommittee do that? Or should a given ILO serve as a kind of theme for all levels of assessment in a given year?

Discussion was robust and much of it focused on whether the adoption of the ILOs provided a sufficiently meaningful difference from the previous practice so as to have addressed the concerns that led to their adoption (i.e. whether doing things *now* the way we did them *before* would lead to different or similar results). Dave asked everyone to continue reflecting on the subject for the next meeting, and the meeting was adjourned.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 10/5/2022

- **Attendance**

- Alysandra Cruz-Bond (Advising)
- Amy Rosenquist (English)
- Bridgette Mahan (Business)
- David Richardson (Humanities and Music)
- Farah Movahedzadeh (Biology)
- Hamed Sarwar (Biology)
- Jeffrey Swigart (Mathematics)
- Joe Hinton (Career Programs)
- Loretta Visomirskis (English)
- Phillip Vargas (Physical Science)
- Todd Heldt (Library)
- Ukaisha Al-Amin (English)
- Viggie Alexandersson (English)

- **Intro:** David welcomed everyone. Amy motioned and Ukaisha seconded to approve last week's minutes, and the committee approved.
- **Query:** The survey has been closed and we received over 900 responses, almost a 20% sample of our student population. Dave sent the data to Phil for analysis.
- **Game:** Dave made a guessing game about the data and will announce the winner soon.
- **ILO and Gen Ed Discussion:** Dave followed up on the discussion from last week about the relationship between our newer Institutional Learning Outcomes (ILOs) and our older general education outcomes. Dave reported the general consensus of the discussion and the post-meeting executive email thread as a shared consensus that the ILOs fulfill a role that is both broader than but also inclusive of General Education outcomes and so they are appropriate for both purposes and that reporting our activities and findings in regard to their assessment will serve as both institutional and general education reporting, while the liaison assessment work on specific areas, units, and programs may inform, but need not include general education assessment conclusions. There were no objections. Not even from Todd.
- **Assessment Times:** The Google Doc for pasting articles is still open, and articles are still coming in. Ukaisha is working on the Canva template with a homecoming theme. The committee reviewed four designs and voted, selecting one design which received a plurality of votes. Some discussion and minor edits ensued, as well as suggestions for the report's subtitle. Dave solicited suggestions for amplifying the theme (e.g. high school pictures by bylines). Phil suggested adding "Most likely to..."-type of senior awards to the bylines, which was enthusiastically embraced. Committee members were encouraged to add their proposals for the cover page subtitle and honorifics to their own (and others') bylines, as well as other fillers and visuals and contributions to the Google Doc.
- **Adjournment:** The meeting was adjourned.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 10/12/2022

- **Attendance**

- Allan Wilson (Physical Science)
- Amy Rosenquist (English)
- Bridgette Mahan (Business)
- Alysandra Cruz-Bond (Advising)
- Chao Lu (Mathematics)
- David Richardson (Humanities and Music)
- Farah Movahedzadeh (Biology)
- Jeffrey Swigart (Mathematics)
- Juanita Del Toro (Social & Applied Sciences)
- Loretta Visomirskis (English)
- Phillip Vargas (Physical Science)
- Todd Heldt (Library)
- Ukaisha Al-Amin (English)
- Yev Lapik (Biology)

- **Intro:** David welcomed everyone. Loretta motioned and Ukaisha seconded approval of last week's minutes, and the committee approved. Three members attended in person and eleven members on Zoom.

- **Chair Updates:**

- Gabriela Cambiasso asked Dave how our committee could help with the Seal of Excelencia project focused on Latino students. He shared with her past assessments including our diversity assessments of many years ago and our more recent query surveys. He will continue following up about other ways we can help.
- Rosie Banks asked Dave if our committee could help in creating and administering a survey for Phi Theta Kappa, and he said we certainly could
- VP Theresa Carlton is holding a one day retreat for Student Affairs leaders and staff, and she invited Dave and Carrie to present on how to write outcomes.
- Congrats to Phil on presenting his "Participate survey" findings at the Assessment Institute in Indianapolis.

- **Newsletter:** Articles are still coming in. Dave is hoping to get all of them within the next two weeks.
- **Hyflex:** Dave asked if we should continue with hyflex meetings? There were some concerns about the room 1046 tech, such as how those on Zoom cannot see the close-up faces of those in the room. For now the consensus seems to be to keep the options open by using hyflex. There was also discussion on if we should track in the minutes who is in person versus who is on zoom. Phil suggested we list percentages without specifying individuals, and most folks liked that idea. We'll try it for a few weeks and then vote.
- **Participate Data:** Roughly speaking, some responses lend themselves to clear analysis and interpretation. For example, the modal student response for Question #8 (i.e., the most likely student respondent) clearly participates a lot without avoiding opportunities to

participate. However the modal response to Question #7 is less coherent, so we spent some time in breakout rooms trying to understand the contradictory, or at least, contentious answers. Ukaisha challenged everyone to generate a narrative about who this modal student is.

- **Adjournment:** The meeting was adjourned.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 10/19/2022

- **Attendance**

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|---|--|
| ○ Allan Wilson (Physical Science) | ○ Ignatius Gomes (Biology) |
| ○ Amy Rosenquist (English) | ○ Jeffrey Swigart (Mathematics) |
| ○ Bridgette Mahan (Business) | ○ Joe Hinton (Career Programs) |
| ○ Alysandra Cruz-Bond (Advising) | ○ Juanita Del Toro (Social & Applied Sciences) |
| ○ Carrie Nepstad (Social & Applied Science) | ○ Phillip Vargas (Physical Science) |
| ○ Chao Lu (Mathematics) | ○ Todd Heldt (Library) |
| ○ David Richardson (Humanities and Music) | ○ Ukaisha Al-Amin (English) |
| ○ Farah Movahedzadeh (Biology) | ○ Yev Lapik (Biology) |

- **Intro:** David welcomed everyone, five in person and eleven on Zoom. Amy motioned and Joe seconded approval of last week's minutes, and the committee approved.
- **Newsletter:** Articles are still coming in.
- **Student Affairs Retreat:** Dave and Joe attended this last week. Dave led discussions on how to write learning outcomes for student life regarding common student interactions and students' emotional skills. Joe shared that there was lots of emphasis on helping students to be patient with bureaucracy. Carrie and Dave also met with VP Theresa Carlton and Dean Jackie Werner about future cocurricular assessment, emphasizing not jumping immediately to data collection, but also thinking about what you want to look for.
- **Special Assignments for Next Semester:** Current officers need to specify whether or not they want to continue next semester. Dave will send emails requesting confirmation to both executives and liaisons about the continuation of their roles.
- **Participate:** We discussed what the modal student, as revealed in Question 7 responses, looks like. Todd shared his answer that it is a student who "very often tries to get students to participate and often even does research outside of the group", though also this student "does not feel like a leader because she does not ever initiate actions/direction for the group". Yev tried ordering the questions by level of involvement, but found that didn't work so well, but struck on a possible distinguisher in "low stakes to high stakes." Other possibilities raised were varying experiences or types of group work as a driver of different considerations (i.e. one kind of group work entailing one kind of answer, and a different kind being in mind when answering later/other questions. Farah suggested that perhaps the responses reflect students' expectations of themselves. The collective consensus seemed to be that these are all viable interpretations of the results and worthy of being reported when that time comes.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 10/26/2022

- **Attendance**

- Allan Wilson (Physical Science)
- Amy Rosenquist (English)
- Alysandra Cruz-Bond (Advising)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David Richardson (Humanities and Music)
- Farah Movahedzadeh (Biology)
- Jeffrey Swigart (Mathematics)
- Juanita Del Toro (Social & Applied Sciences)
- Loretta Visomirskis (English)
- Matthew Williams (World Languages/English Language Learning)
- Phillip Vargas (Physical Science)
- Todd Heldt (Library)
- Ukaisha Al-Amin (English)
- Viggie Alexandersson (Malcolm X / Humanities)
- Zeke Yusof (Physical Science)

- **Intro:** David welcomed everyone, five in person and eleven on Zoom. Carrie motioned and Amy seconded approval of last week's minutes, and the committee approved.
- **Roles:** Most folks are staying in their current roles. Erica McCormack is rejoining us as humanities liaison and Paul Wandless as another art liaison.
- **Newsletter:** One more article is on its way, and Ukaisha is working on the design.
- **Participate:** Folks discussed the potential meaning of various correlations discovered in the data, first shared in the spring, but in something of a rushed and incomplete manner. Dave is taking notes on the discussion to help with the future report, and Phil is continuing work on more analysis.
- **Website:** Should we change the category names? For example, should "Closing the Loop" be retired to the "Vintage" section? Should the Newsletter section be renamed to "Assessment Times"? Some discussion ensued and then Jeff suggested creation of a Google Doc with the current table of contents for commentary and suggestions by committee members. Dave said he would create it and share it with the committee by email, along with a link to the "Prognostication Contest" from a few weeks prior, related to the FA22 Query Project Results.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 11/2/2022

- **Attendance**

- | | |
|---|--|
| ○ Amy Rosenquist (English) | ○ Joe Hinton (Career Programs) |
| ○ Alysandra Cruz-Bond (Advising) | ○ Loretta Visomirskis (English) |
| ○ Bridgette Mahan (Business) | ○ Matthew Williams (World Languages/English Language Learning) |
| ○ Carrie Nepstad (Social & Applied Science) | ○ Phillip Vargas (Physical Science) |
| ○ Chao Lu (Mathematics) | ○ Todd Heldt (Library) |
| ○ David Richardson (Humanities and Music) | ○ Ukaisha Al-Amin (English) |
| ○ Farah Movahedzadeh (Biology) | ○ Viggie Alexandersson (Malcolm X / Humanities) |
| ○ Ignatius Gomes (Biology) | ○ Yev Lapik (Biology) |
| ○ Jeffrey Swigart (Mathematics) | |

- **Intro:** David welcomed everyone, three in person and fourteen on Zoom. Ukaisha motioned and Farah seconded approval of last week's minutes, and the committee approved.
- **Assessment Times:** The rough draft of the content is done. Amy and others are editing, and Ukaisha is putting it together on Canva.
- **Query Project:** Phil is almost done with the analysis.
- **Website Categories:** We discussed whether to modify the categories yet ultimately decided to wait until Carrie's work with the accreditors is done. Also, Joe shared that CCC is switching from Sharepoint to a newer web software next semester, so that may be another good reason to wait.
- **Participate Survey:** We discussed how we should report out the analysis this time after Phil is finished. Should we still do reports? Perhaps we should try videos?
- **Videos:** We discussed at length the idea of doing video reports, perhaps on YouTube or Vimeo. We could also try a podcast or simply put the audio from our videos into a podcast. A searchable video transcript could act as a report, or we could write a separate longer report alongside the video.
- **ILOs:** So far we've looked at the institutional learning outcomes of "evaluate" and "participate." Should we continue using query style surveys for the other ILOs? Ukaisha is leaning toward working on "initiate" next. Viggie shared an idea of asking students about how they take chances and make mistakes, inspired by Magic School Bus and Ms. Frizzle. Dave considered asking students about what they have been required to create in the current (or previous) semesters to gather quantitative data related to one ILO and also create a data set to be rated in relation to chosen outcomes from other ILOs and, in directly, suggesting to students that they should see their course work as "creative works."

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 11/9/2022

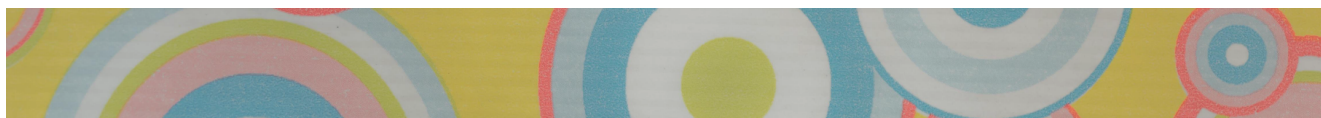
- **Attendance**

- Amy Rosenquist (English)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David Richardson (Humanities and Music)
- Farah Movahedzadeh (Biology)
- Jeffrey Swigart (Mathematics)
- Juanita Del Toro (Social and Applied Science)
- Loretta Visomirskis (English)
- Matthew Williams (World Languages/English Language Learning)
- Phillip Vargas (Physical Science)
- Todd Heldt (Library)
- Ukaisha Al-Amin (English)
- Yev Lapik (Biology)

- **Intro:** David welcomed everyone, three in person and ten on Zoom. Carrie motioned and Amy seconded approval of last week's minutes, and the committee approved.
- **Accreditation:** Carrie shared a presentation on the current accreditation process. The main purpose of accreditation is accountability. Are we doing what we say we're doing? Criterion 4B is about assessment. The entire document has a 35,000 word limit, and we came close to that. To avoid going over Carrie linked to other documents of evidence instead of including all of the evidence directly in the document. Four years ago the accreditors wrote positively about assessment, and in the last four years we have done a lot of work that all made great evidence for this report. Carrie was universally lauded and thanked for her huge efforts.
- **Newsletter:** Ukaisha finished the design and now the final draft is now on our webpage. Committee members shared about how much they like the design. Yev motioned to send out newsletter this Monday to faculty, staff, and students. Loretta seconded, and the committee approved. Ukaisha was universally lauded and thanked for her huge efforts.
- **Query Data:** Phil shared his analysis. 910 responses yet only 802 unique student ID's with completed survey. Phil shared the stats on answers of the various questions broken down by race, gender, and other methods. The sample was found to be representative in terms of Ethnicity and Gender, but borderline on age, with over-representation of older students and massive under-representation of High School aged students, presumably in part because of the number of dual-credit students (i.e. those taking classes at their high schools), who would not have had access to the survey. Questions were raised regarding their inclusion in future assessments, to be discussed in future meetings. That aside, the results were startlingly, overwhelmingly positive in regard to all three questions, though when disaggregated by ethnicity, there was a notable disparity among "Asian" respondents, to the negative. Phil was universally lauded and thanked for his huge efforts.

Assessment Committee

Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 11/16/2022

- **Attendance**

- Allan Wilson (Physical Science)
- Alysandra Cruz-Bond (Advising)
- Amy Rosenquist (English)
- August Kampf-Lassin (Research and Planning)
- Bridgette Mahan (Business)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David Richardson (Humanities and Music)
- Elmer Felipe (SGA: Student Government Association)
- Farah Movahedzadeh (Biology)
- Jeffrey Swigart (Mathematics)
- Joe Hinton (Career Programs)
- Juanita Del Toro (Social and Applied Science)
- Phillip Vargas (Physical Science)
- Todd Heldt (Library)
- Ukaisha Al-Amin (English)
- Yev Lapik (Biology)

- **Intro:** David welcomed everyone, five in person and twelve on Zoom. Ukaisha motioned and Joe seconded approval of last week's minutes, and the committee approved.
- **Research and Planning:** August Kampf-Lassin is HWC's new director of research and planning and is excited to work with us.
- **Newsletter:** Dave received many compliments on the content and design.
- **Query Data:** Dave met with VP Theresa Carlton and discussed the Query analysis. She liked it very much and wants to share it at the upcoming cabinet meeting. Dave added some slides to Phil's presentation to highlight the good numbers about student engagement. Other ideas include videos with slides, recruitment videos, videos, and QR codes. Phi Theta Kappa may be able to help with video production, and SGA has a marketing committee working on social media presence. Be careful about how we present the data, especially regarding race and other sensitive issues. Share in a way that brings our audience in, being careful not to lead them to misinterpretation. August emphasized the importance of keeping data as aggregated as possible to avoid accidentally identifying individuals. Phil shared the generally-agreed-upon rule of avoiding showing any specific analysis on subgroups of $n < 15$. Dave is hoping for volunteers for creating reports/artifacts.
- **Holiday:** We will not meet next week.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 11/30/2022

- **Attendance**

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|---|--|
| ○ Allan Wilson (Physical Science) | ○ Farah Movahedzadeh (Biology) |
| ○ Alysandra Cruz-Bond (Advising) | ○ Jeffrey Swigart (Mathematics) |
| ○ Amy Rosenquist (English) | ○ Juanita Del Toro (Social and Applied Science) |
| ○ August Kampf-Lassin (Research and Planning) | ○ Matthew Williams (World Languages / English Language Learning) |
| ○ Chao Lu (Mathematics) | ○ Phillip Vargas (Physical Science) |
| ○ David Richardson (Humanities and Music) | ○ Yev Lapik (Biology) |

- **Intro:** David welcomed everyone, three in person and nine on Zoom. Yev motioned and Farah seconded approval of last week's minutes, and the committee approved.
- **Olive-Harvey:** Dave is meeting December 14th with a group of admin from Olive-Harvey, including the president, to discuss how our institutional researcher helps with our committee work.
- **President's Cabinet:** Dave presented to this group a re-presentation of what he had provided the previous day at the President's Cabinet meeting, showcasing various aspects of our recent work, including a history of our query projects and details on our most recent one. He emphasized our surprise at the results showing positive views of participation in class since from our instructor point-of-view we often feel like participation is low. One question the cabinet had is how all of this could relate to retention. Dave is hoping committee members will volunteer to record audio over the presentation or short videos to then put on the webpage and share with the Harold community.
- **Better:** Dave shared an article about how asking folks what could be different may lead them to discuss potential improvements even if they're already happy with something. Here is the link: <https://experimentalhistory.substack.com/p/things-could-be-better>
- **Amy:** District office is starting an initiative to offer in-person classes to folks with intellectual disabilities, and HWC is the pilot college. Amy is on the project team and is looking for instructors to host college success courses for this population .
- **CCSSE:** During the president's cabinet meeting, President Lopez asked about past CCSSE data. After Dave explained our committee had never been given the resulting data, August Kampf-Lassin and Jackie Werner were able to find it. Dave will send it to Jeff to consider putting on our website.
- **Final Meeting:** Next week is our final (full committee) meeting of the fall semester.

Assessment Committee
Harold Washington College



Chaired by David Richardson (Humanities and Music)
Minutes for 12/7/2022

- **Attendance**

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|---|--|
| ○ Allan Wilson (Physical Science) | ○ Joe Hinton (Career Programs) |
| ○ Alysandra Cruz-Bond (Advising) | ○ Juanita Del Toro (Social and Applied Science) |
| ○ Amy Rosenquist (English) | ○ Loretta Visomirskis (English) |
| ○ Bridgette Mahan (Business) | ○ Matthew Williams (World Languages / English Language Learning) |
| ○ Carrie Nepstad (Social & Applied Science) | ○ Phillip Vargas (Physical Science) |
| ○ Chao Lu (Mathematics) | ○ Todd Heldt (Library) |
| ○ David Richardson (Humanities and Music) | ○ Ukaisha Al-Amin (English) |
| ○ Farah Movahedzadeh (Biology) | ○ Yev Lapik (Biology) |
| ○ Jeffrey Swigart (Mathematics) | |

- **Intro:** David welcomed everyone, four in person and thirteen on Zoom. Yev motioned and Juanita seconded approval of last week's minutes, and the committee approved.
- **Query 2022:** A few days ago Dave made a screengrab video of himself talking through PowerPoint slides. Ukaisha made a Canva video of the slides set to music and spinning text to highlight certain results. We discussed the options of using one or both of these videos and/or writing a report as well. We tentatively decided to send out Ukaisha's video to faculty after some minor edits such as making the text bigger. We may also send out Dave's longer video at a later time. We can then start gathering reactions from people outside the committee. We can also make recommendations such as investment into events for student community building, even if such events are not purely educational. Long term, we hope to improve our video skills to make this a regular practice, perhaps using our committee YouTube station as a home for all of our videos.
- **Research Link:** Carrie shared a resource for keeping up on current assessment research from sources such as RPA (Research and Practice in Assessment):
<https://www.rpajournal.com/rpa-archives/>
- **Data Analysis:** Dave asked liaisons to warn Phil of what analysis they will need so that he can plan ahead, as he is also working on the Participate data.
- **Closing Words:** Dave thanked everyone for their hard work this semester.