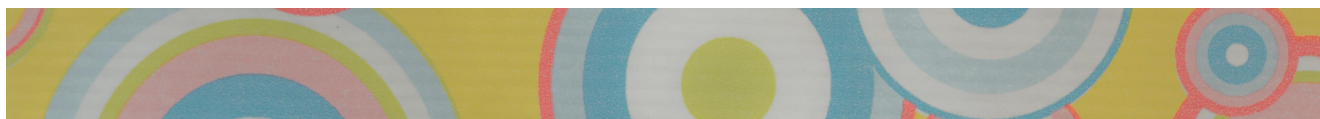


# **Assessment Committee**

## **Harold Washington College**



### ***Chaired by David Richardson (Humanities and Music)***

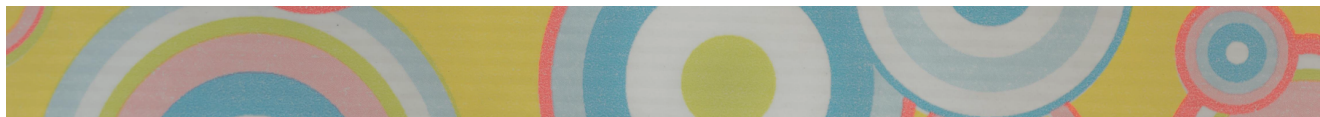
### ***Minutes for 1/25/2023***

- **Attendance**

- Alysandra Cruz-Bond (Advising)
- Amy Rosenquist (English)
- August Kampf-Lassin (Research & Planning)
- Bridgette Mahan (Business)
- Chao Lu (Mathematics)
- David Richardson (Humanities & Music)
- Erica McCormack (Humanities & Music)
- Farah Movahedzadeh (Biology)
- Galina Shevchenko (Art & Architecture)
- Hamed Sarwar (Biology)
- Jeffrey Swigart (Mathematics)
- Joe Hinton (Career Programs)
- Juanita Del Toro (Social & Applied Science)
- Matthew Williams (World Languages & English Language Learning)
- Phillip Vargas (Physical Science)
- Zeke Yusof (Physical Science)

- **Intro:** David welcomed everyone, 16 total, including 4 in person and 12 on Zoom. Juanita motioned and Alysandra seconded approval of last week's minutes, and the committee approved.
- **Last Semester:** David reminded us of last semester's work, including our releasing of the video on the query data.
- **This Semester:** David shared the calendar of upcoming tasks, including analyzing the Participate data from 2021, looking at our institutional learning outcomes, planning the next issue of the Assessment Times, and expanding our work on program assessment.
- **Participate 2021 Data:** David shared a screen of the survey to remind us all of the questions, and we discussed some of the rough results. This led to a discussion about how we can all better encourage participation in our own classes, and hopefully sharing these results will encourage similar discussions among our colleagues.
- **Unit Assessment:** Amy shared that the liaisons will share updates on their projects as slideshows sometime in the middle of the semester. The projects do not have to be fully complete at this point. The slideshows will simply give the rest of the committee a chance to share encouragement and feedback.
- **Assessment Times:** This semester's edition will likely focus on the Participate 2021 data.
- **District:** David attended the first meeting of the newly reformed District Assessment Committee. They are working on a system of accountability for all local assessment committees.
- **Subcommittees:** David asked everyone to share their subcommittee preference, and next week we'll spend some breakout time doing subcommittee work.

**Assessment Committee**  
**Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**  
**Minutes for 2/1/2023**

- **Attendance**

- |   |  |
|---|--|
| ○ Alysandra Cruz-Bond (Advising)            | ○ Jeffrey Swigart (Mathematics)                                  |
| ○ Amy Rosenquist (English)                  | ○ Joe Hinton (Career Programs)                                   |
| ○ August Kampf-Lassin (Research & Planning) | ○ Juanita Del Toro (Social & Applied Science)                    |
| ○ Bridgette Mahan (Business)                | ○ Loretta Visomirskis (English)                                  |
| ○ Carrie Nepstad (Social & Applied Science) | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ Chao Lu (Mathematics)                     | ○ Phillip Vargas (Physical Science)                              |
| ○ David Richardson (Humanities & Music)     | ○ Rachelle Bryant (Social & Applied Science)                     |
| ○ Erica McCormack (Humanities & Music)      | ○ Ukaisha Al-Amin (English)                                      |
| ○ Farah Movahedzadeh (Biology)              | ○ Viggie Alexandersson (English)                                 |
| ○ Hamed Sarwar (Biology)                    | ○ Zeke Yusof (Physical Science)                                  |
| ○ Ignatius Gomes (Biology)                  |  |

- **Intro:** David welcomed everyone, 22 total, including 2 in person and 20 on Zoom. Juanita motioned and Bridgette seconded approval of last week's minutes, and the committee approved.
- **Overview of Semester:** David shared the results of everyone's chosen subcommittees. During the first half of the semester we will spend some committee time each week working in subcommittees. During the second half of the semester we will change our focus to writing the Assessment Times and planning for our fall 2023 assessment.
- **Subcommittees:**
  - **Participate Subcommittee:** This subcommittee has the two goals of reviewing the 2021 Participate data and beginning work on the report. Today subcommittee members started digging into the data, and everyone agreed to continue to do so this week. The assignment for next meeting is for everyone to find at least two insights from the data that could go into the report.
  - **ILO Subcommittee:** This subcommittee has the two goals of assessing the sub-outcomes of our ILO's (institutional learning outcomes) and marketing these to our broader college community. Today subcommittee members discussed the overall purpose of the ILO's and a plan to work on the sub-outcomes. We will edit the shared document throughout the week, possibly getting rid of some sub-outcomes since there may be too many.

**Assessment Committee**  
**Harold Washington College**



***Chaired by David Richardson (Humanities and Music)***

***Minutes for 2/8/2023***

- **Attendance**

- Alysandra Cruz-Bond (Advising)
- Amy Rosenquist (English)
- August Kampf-Lassin (Research & Planning)
- Bridgette Mahan (Business)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David (Dave) Richardson (Humanities & Music)
- Erica McCormack (Humanities & Music)
- Farah Movahedzadeh (Biology)
- Galina Shevchenko (Art & Architecture)
- Jeffrey (Jeff) Swigart (Mathematics)
- Jing He (Advising)
- Joseph (Joe) Hinton (Career Programs)
- Juanita Del Toro (Social & Applied Science)
- Latisha Williams (Early College Program)
- Loretta Visomirskis (English)
- Matthew Williams (World Languages & English Language Learning)
- Paul Rizik (Library)
- Todd Heldt (Library)
- Ukaisha Al-Amin (English)
- Viggie Alexandersson (English)
- Zeke Yusof (Physical Science)

- **Intro:** Dave welcomed everyone, 22 total, including 4 in person and 18 on Zoom. Erica motioned and Juanita seconded approval of last week's minutes, and the committee approved.

- **Announcements:**

- **OER:** Todd is working on a grant-funded project regarding open-educational resources.
- **Professional Development:** From February 6th to April 2nd there is an [online training](#) on assessing student affairs.
- **Career Fair:** Joe reminded us about the career fair next Wednesday in Rooms 102, 103 and 1115.

- **Subcommittees:** We first discussed the possibility of using Brightspace or Sharepoint to organize our work. Dave encouraged each group to use whatever tools they like.

- **Participate Subcommittee:** Members discussed a process/method question related to the above, and then some initial findings and recommendations from the 2021 data. They also agreed to think throughout the week and add more thoughts to the shared [Google Doc](#) here. One example came from an email Phil sent with some initial results including that the modal student never believes they advance work or projects (only 41% report often to sometimes). A potential recommendation is for instructors to better define roles for group projects, not for accountability but rather to reinforce students' perceptions of the value they add to projects. Erica included three more, Farah suggested two, Juanita identified another, and Todd had a couple more after the meeting that will be added this week.
- **ILO Subcommittee:** Members discussed the benefits of condensing the number of total outcomes. They also tried to make certain outcomes more clear, including "wonders broadly", "envisions", and "facilitates action". They will continue sharing comments on the Google Doc throughout this week.

**Assessment Committee  
Harold Washington College**



***Chaired by David Richardson (Humanities and Music)***

***Minutes for 2/15/2023***

- **Attendance**

- Amy Rosenquist (English)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David (Dave) Richardson (Humanities & Music)
- Erica McCormack (Humanities & Music)
- Galina Shevchenko (Art & Architecture)
- Jeffrey (Jeff) Swigart (Mathematics)
- Juanita Del Toro (Social & Applied Science)
- Matthew Williams (World Languages & English Language Learning)
- Paul Rizik (Library)
- Phillip Vargas (Physical Science)
- Ukaisha Al-Amin (English)
- Zeke Yusof (Physical Science)

- **Intro:** Dave welcomed everyone, 13 total, including 4 in person and 9 on Zoom. Juanita motioned and Carrie seconded approval of last week's minutes, and the committee approved.

- **Announcements:**

- **Q and A:** VP Theresa Carlton told Dave that a recent district meeting included compliments on our committee work. As a result, Dave and Carrie have been invited to a question and answer session for other colleges to ask about assessment. Dave asked us for talking points, specifically what we think has made our committee successful. Here are some responses:
  - Focusing on student learning while avoiding instructor evaluation.
  - Learning from each other, getting used to the language.
  - Faculty-driven, admin lets us lead.
  - Support from admin through release time and stipends.
  - Snacks, positive energy, safe space.
- **Program Assessment:** Dave shared a document he made to try to collect info about program assessment currently happening in our college's various programs. He will start asking departments to share about their current work.
- **HLC:** Carrie shared that we passed our four-year checkup. There were some minor suggestions, but most of the report was very good.

- **Subcommittees:**

- **Participate Subcommittee:** Members discussed the shared [Google Doc](#) and added some more contributions. Next week they will start making more of a concrete plan for how the findings and recommendations should be shared with all members of our college community.
- **ILO Subcommittee:** During the week Ukaisha had emailed subcommittee members two documents of Bloom's Taxonomy verbs as well as a civic engagement rubric. We then continued editing our [document of institutional learning outcomes](#), focusing especially on global learning and ethical reasoning. We also looked at DePaul University's Pillars of Learning, which have a similar goal to our ILO's.

**Assessment Committee**  
**Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**

**Minutes for 2/22/2023**

- **Attendance**

- Amy Rosenquist (English)
- Alysandra Cruz-Bond (Advising)
- August Kampf-Lassin (Research & Planning)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David (Dave) Richardson (Humanities & Music)
- Erica McCormack (Humanities & Music)
- Farah Movahedzadeh (Biology)
- Galina Shevchenko (Art & Architecture)
- Jeffrey (Jeff) Swigart (Mathematics)
- Joseph (Joe) Hinton (Career Programs)
- Juanita Del Toro (Social & Applied Science)
- Matthew Williams (World Languages & English Language Learning)
- Ukaisha Al-Amin (English)
- Zeke Yusof (Physical Science)

- **Intro:** Dave welcomed everyone, 15 total, including 2 in person and 13 on Zoom. Erica motioned and Joe seconded approval of last week's minutes, and the committee approved.

- **Announcements:**

- **District Assessment:** Joe met with Monica Freeland at district about assessment. They discussed how assessment goals can be shared with a broader college community without upsetting anyone. Suggest without commanding. They also discussed how our specific committee has leadership spread out so that we don't overly depend on any one person. Dave shared as well that we should be happy to help other colleges without forcing our methods on them. Carrie emphasized that meeting weekly helps with our college's deep assessment culture but that this also tends to be one of the greatest impediments for other institutions to implement.

- **Subcommittees:** Instead of breaking into groups we shared updates with everyone.

- **Participate Subcommittee:** Phil is continuing to analyze the open-ended responses. So Dave suggested we start reporting on the closed-ended data while we wait for the rest. Subcommittee members will continue to discuss in the [Google Doc](#) which results are best to share. The results about participation and leadership opportunities within group works are especially good potentials.
- **ILO Subcommittee:** Ukaisha shared with the broader group about our work on the sub-outcomes and our broader discussion about the overall purpose of the institutional learning outcomes. We are using DePaul's pillars of learning as a model. Today we will try to solidify our purpose so that we can move on with the finer-tuned editing. Joe shared that one of his hopeful purposes is that our ILO's would better encompass co-curricular assessment. We will also continue to discuss whether we should simplify our outcomes, such as by getting rid of sub-sub-outcomes. We will keep working together on our [document of institutional learning outcomes](#).



**Assessment Committee  
Harold Washington College**



***Chaired by David Richardson (Humanities and Music)***

***Minutes for 3/1/2023***

- **Attendance**

- |  |  |
|--|--|
| ○ Amy Rosenquist (English)                     | ○ Jeffrey (Jeff) Swigart (Mathematics)                           |
| ○ Alysandra Cruz-Bond (Advising)               | ○ Joseph (Joe) Hinton (Career Programs)                          |
| ○ August Kampf-Lassin (Research & Planning)    | ○ Loretta Visomirskis (English)                                  |
| ○ Bridgette Mahan (Business)                   | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ Carrie Nepstad (Social & Applied Science)    | ○ Paul Rizik (Library)   |
| ○ Chao Lu (Mathematics)                        | ○ Rachelle Bryant (Social & Applied Science)                     |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Ukaisha Al-Amin (English)                                      |
| ○ Erica McCormack (Humanities & Music)         | ○ Viggie Alexandersson (English)                                 |
| ○ Farah Movahedzadeh (Biology)                 | ○ Zeke Yusof (Physical Science)                                  |
| ○ Galina Shevchenko (Art & Architecture)       |  |

- **Intro:** Dave welcomed everyone, 19 total, including 4 in person and 15 on Zoom. Joe motioned and Erica seconded approval of last week's minutes, and the committee approved.

- **Announcements:**

- **District Assessment Meeting:** Dave shared that it went well, and he thanked Joe for helping to represent HWC.
- **Assessment Times:** Dave asked that we (committee executives) start writing our articles soon.
- **Liaison Updates:** Amy shared that the unit liaisons will be sharing updates to their projects soon.
- **Local Admin Meeting:** Dave met with VP Theresa Carlton. He asked if our college has a Vimeo account, and he is following up on it with Linh-Trang Williams, per Theresa's suggestion.
- **Climate Survey:** VP Carlton also asked Dave to consider using our committee resources to write and conduct a climate survey. Dave asked us whether we thought this was in our purview. August shared that the benefits of hiring an outside firm would be maintaining anonymity and impartiality yet the drawback would be the expense. We will continue to ponder and then discuss more in the future.
- **Syllabi Project:** Ivan Tejeda asked Dave if our committee would be interested in researching students' views of syllabi and associated learning. The discussion was wide-ranging, including topics like: Are syllabi useful? Are instructors following their own syllabi? What is the relation of the document to learning? Could we assess the former to learn about the latter? Similarly to the climate survey, we discussed whether this is in our purview. We may continue to discuss.

- **Subcommittees:**

- **Participate Subcommittee:** Erica has reached out to CAST to start planning possible collaborative events to offer concrete tips for how to integrate some of the recommendations into their teaching. Galina volunteered to draft some graphics depicting some of the recommendations to make eye-catching posters and/or video projections too. For reference, the [Google Doc is here](#).
- **ILO Subcommittee:** Members continued working on a simplified version of the [institutional learning outcomes](#). The more complicated version will still be kept in the archive, but the simplified version will be more useful to share with colleagues. It will be a simple, pleasant-looking color-coded document, shortening the lists of sub-outcomes and completely getting rid of the sub-sub-outcomes.

**Assessment Committee  
Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**

**Minutes for 3/8/2023**

- **Attendance**

- |  |   |
|--|---|
| ○ Amy Rosenquist (English)                     | ○ Ignatius Gomes (Biology)                    |
| ○ Alysandra Cruz-Bond (Advising)               | ○ Jeffrey (Jeff) Swigart (Mathematics)        |
| ○ Bridgette Mahan (Business)                   | ○ Joseph (Joe) Hinton (Career Programs)       |
| ○ Carrie Nepstad (Social & Applied Science)    | ○ Juanita Del Toro (Social & Applied Science) |
| ○ Chao Lu (Mathematics)                        | ○ Loretta Visomirskis (English)               |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Rachelle Bryant (Social & Applied Science)  |
| ○ Erica McCormack (Humanities & Music)         | ○ Ukaisha Al-Amin (English)                   |
| ○ Farah Movahedzadeh (Biology)                 | ○ Viggie Alexandersson (English)              |
| ○ Galina Shevchenko (Art & Architecture)       | ○ Zeke Yusof (Physical Science)               |

- **Intro:** Dave welcomed everyone, 17 total, including 3 in person and 14 on Zoom. Amy motioned and Loretta seconded approval of last week's minutes, and the committee approved.

- **Announcements:**

- **District Assessment Meeting:** Joe shared that he presented to other admin about all-gender bathrooms, and it was received well.
- **Participate 2021:** Phil finished some more analysis on the open-ended questions. He will share this with the Participate subcommittee to use for a report. One quick data point is that the percent of students feeling a sense of community has been consistently high—76.77% in Fall 2021 and 80.24% in Spring 2022's Query Project. Both are results are subject to the limitations of our method (i.e. self-selection bias), but the consistency is an encouraging sign.
- **Wright College:** Dave shared that he met with the Chair of Wright's Assessment Committee, and they discussed how assessment works at both colleges. At Wright, they used to have a five-year general assessment cycle, but have now switched to a volunteer, grass roots model. They have an SLO map for the college and use special assignments to incentivize volunteer participation in assessing any parts of the map through the use of small special assignments for small projects—they get \$150 for proposing and getting approval for a project and \$600 upon completion. This semester they have about six projects going in different curricular areas (though four are from Biology). Dave's impression was that they are all "unit" level projects, mostly focused on assessing across sections taught by the individual faculty members, rather than department or cross-curricular projects. They were surprised to learn of the scope of our budget and participation, as well as the frequency of our meetings.
- **Assessment Times:** Amy encouraged everyone to keep thinking about themes for the upcoming issue. Viggie proposed two that will be carried forward to the next conversation.

- **Subcommittees:**

- **Participate Subcommittee:** Members added some findings from Phil's recently-generated data from the open-ended questions. They are preparing to present them in the *Assessment Times* and through other means of communication. For reference, the [Google Doc is here](#).
- **ILO Subcommittee:** Members continued simplifying the document of [institutional learning outcomes](#). The final document is meant to be encouraging for generating ideas rather than

prescriptive. It is also important to keep cocurricular a theme without overdoing the academic side of the document.



**Assessment Committee**  
**Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**

**Minutes for 3/15/2023**

- **Attendance:**

- |  |  |
|--|--|
| ○ Amy Rosenquist (English)                     | ○ Juanita Del Toro (Social & Applied Science)                    |
| ○ Alysandra Cruz-Bond (Advising)               | ○ Loretta Visomirskis (English)                                  |
| ○ Bridgette Mahan (Business)                   | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ Carrie Nepstad (Social & Applied Science)    | ○ Paul Rizik (Library)   |
| ○ Chao Lu (Mathematics)                        | ○ Phillip Vargas (Physical Science)                              |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Todd Heldt (Library)   |
| ○ Erica McCormack (Humanities & Music)         | ○ Ukaisha Al-Amin (English)                                      |
| ○ Farah Movahedzadeh (Biology)                 | ○ Viggie Alexandersson (English)                                 |
| ○ Galina Shevchenko (Art & Architecture)       | ○ Zeke Yusof (Physical Science)                                  |
| ○ Jeffrey (Jeff) Swigart (Mathematics)         |  |

- **Intro:** Dave welcomed everyone, 19 total, including 6 in person and 13 on Zoom. Erica motioned and Carrie seconded approval of last week's minutes, and the committee approved.

- **Unit Liaison Updates:**

- **Phillip Vargas, Physical Science:** He has now been using the Lawson Classroom Test of Scientific Reasoning (CTSR) for many years across a variety of classes in the department. He used Microsoft forms during the pandemic but started using some paper forms last semester. Next semester he plans on using a mix of modalities. The primary result was surprising, showing that students' biggest weakness was not math as expected but rather experimental design. Instructors therefore need to give students more practice in setting up experiments from scratch without exact instructions and the department has been discussing and starting to try out ways to do that.
- **Farah Movahedzadeh, Biology:** She's using a survey to consider what variables most affect enrollment in Biology 121, including teaching styles, advising, and student services, as well as student attitudes about microscope use (and correlations to course success and future enrollments). One result so far is that students especially appreciate the lab aspect of this course.
- **Paul Wandless, Art & Architecture:** Amy presented on behalf of Paul. He has created a new 3D assessment for use in his Art 145 class, which is being taught this semester as a CPS dual enrollment classes, potentially yielding interesting results for comparison to his regular enrollment classes. On March 29th, he will attend our meeting to share about his sabbatical.

- **Other Announcements:**

- **OER:** Todd shared about his project on open educational resources. One issue with OER is accountability, so he asked if our committee can help with this. Many members shared a variety of perspectives, with the main point being that we could help with broad issues like student learning outcomes but not specific evaluation of individual instructors.
- **HLC Conference:** It's being held in Chicago from March 25th through 28th, and committee members are encouraged to attend, and VP Carlton has the ability to send folks. Interested members should send their name to Dave who will forward their names to Theresa.
- **Assessment Times:** Dave is assuming that all (or the majority of it) will be sharing the 2021 Participate data analysis. He has compiled the work of the subcommittee on to the Assessment [Article Dump doc](#) for review, rewrites, edits, and restructuring. Executives should post articles there.

**Assessment Committee**  
**Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**

**Minutes for 3/22/2023**

- **Attendance:**

- |  |  |
|--|--|
| ○ Amy Rosenquist (English)                     | ○ Galina Shevchenko (Art & Architecture)                         |
| ○ Alysandra Cruz-Bond (Advising)               | ○ Jeffrey (Jeff) Swigart (Mathematics)                           |
| ○ August Kampf-Lassin (Research & Planning)    | ○ Joe Hinton (Career Programs)                                   |
| ○ Bridgette Mahan (Business)                   | ○ Juanita Del Toro (Social & Applied Science)                    |
| ○ Carrie Nepstad (Social & Applied Science)    | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ Chao Lu (Mathematics)                        | ○ Paul Rizik (Library)   |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Ukaisha Al-Amin (English)                                      |
| ○ Erica McCormack (Humanities & Music)         |  |
| ○ Farah Movahedzadeh (Biology)                 |  |

- **Intro:** Dave welcomed everyone, 16 total, including 4 in person and 12 on Zoom. Juanita motioned and Paul seconded approval of last week's minutes, and the committee approved.

- **Announcements:**

- **Climate Survey:** August shared that the college will be doing a climate survey through Hanover Research. Dave mentioned he thought HWC has done that one in the past.
- **ILO's:** Ukaisha emailed to everyone the document of institutional learning outcomes. She asked us to especially consider how to give more weight to cocurricular outcomes.
- **Assessment Times:** Dave shared that many article drafts are done, and he asked that the rest get added to the Google Doc soon. Specifically, the participate 2021 analysis article is almost done.

- **Unit Liaison Updates:**

- **Matthew Williams, World Languages:** He continues to work with Andrew Cutcher on using software to improve French pronunciation. He is also starting a new project with Karen Smith on how to better engage English Language Learning students both in and out of class such as through journaling.
- **Amy Rosenquist, English:** She is working on two projects, one of which is looking into students' opinions of modalities. One interesting result is that 50% of students surveyed were taking an online live class, but only 30% said they would take an online live class in the future. Her other project is an oral communication assessment for English, speech, theater, and journalism classes.
- **Chao Lu, Mathematics:** She asked students various questions about their preferred modalities compared to the modalities actually being offered. Roughly, the student preferences are 45% face-to-face, 37% online live, and 18% fully online, compared to actual offerings of 42% face-to-face, 42% online live, and 16% fully online. So the student preferences and offerings are matched quite well.
- **Erica McCormack, Humanities:** She's working on three projects including a review of all humanities syllabi, a music theory assessment specifically on aural/keyboards skills, and a philosophy assessment on the specific concept of validity.
- **Juanita Del Toro, Social and Applied Science:** She's looking at how the diversity of the Latinx population is discussed in certain classes such as History 216 U.S. Latinx History. She has gathered

data using essay questions such as, "What is the U.S. Latinx experience?" She's especially curious about the changing ways students define what Latinx means.

**Assessment Committee  
Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**

**Minutes for 3/29/2023**

- **Attendance:**

- Amy Rosenquist (English)
- Alysandra Cruz-Bond (Advising)
- Carrie Nepstad (Social & Applied Science)
- Chao Lu (Mathematics)
- David (Dave) Richardson (Humanities & Music)
- Erica McCormack (Humanities & Music)
- Farah Movahedzadeh (Biology)
- Galina Shevchenko (Art & Architecture)
- Jeffrey (Jeff) Swigart (Mathematics)
- Juanita Del Toro (Social & Applied Science)
- Matthew Williams (World Languages & English Language Learning)
- Paul Rizik (Library)
- Paul Wandless (Art and Architecture)
- Rachelle Bryant (Social & Applied Science)
- Ukaisha Al-Amin (English)
- Zeke Yusof (Physical Science)

- **Intro:** Dave welcomed everyone, 16 total, including 0 in person and 16 on Zoom. Erica motioned and Galina seconded approval of last week's minutes, and the committee approved.

- **Unit Liaison Updates:**

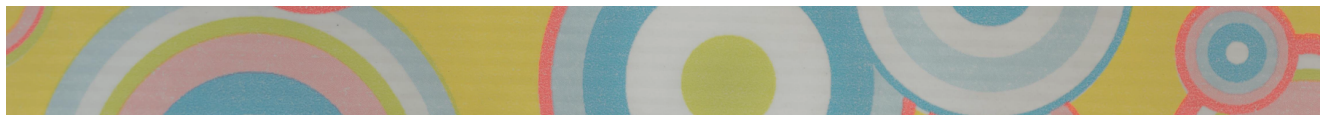
- **Galina Shevchenko, Art and Architecture:** She's specifically assessing digital media design with four concurrent projects.
  - Assessing student understanding of digital picture files and resolutions in DMD 168 Computer Art and DMD 268 Advanced Computer Art.
  - Assessing students' understanding of layout fundamentals in their poster ad creations in Art 176 Graphic Design.
  - Assessing students' understanding of various graphic design concepts incorporated into one big multimedia project for DMD 233 Advanced Multimedia Design.
  - Assessing students' overall effectiveness in their final portfolios for DMD 299 Portfolio & Professional Practice Seminar.
- **Paul Wandless, Art and Architecture:** He shared about his sabbatical work of working towards all AFA (Associate in Fine Arts) courses having an assessment. He created 4 new course assessments so 50% of all courses now have assessments. Also part of his sabbatical project was creating a new capstone portfolio class which will involve students making a portfolio of 20 images and having an exhibition. The exhibition will require students to learn about the business side of art including renting a physical space and creating an invite for attendees. Between now and Fall 2024 Paul plans to get department buy-in on this plan for a capstone class. He hopes to then have a draft syllabus by spring 2024 and a proposal for curriculum committee by fall 2024. This can also be used as a program level assessment.

- **Announcements:**

- **Conferences:** Carrie encouraged everyone to share their great work at conferences such as the Assessment Institute at IUPUI.
- **Climate Survey:** The college sent out Hanover's survey for anyone to complete.
- **District Assessment Committee:** They are giving a survey to each college to fill out about their local college committees. Joe Hinton will work with Dave to fill this out after a post spring break committee discussion on the questions.

- ***After Spring Break:*** We need to review the charge, continue working on our ILO (institutional learning outcomes) list, and make plans for the fall.
- ***Newsletter Theme:*** Ukaisha designed two amazing theme choices, 80's retro and Last of Us. The committee voted for 80's retro.

**Assessment Committee**  
**Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**  
**Minutes for 4/12/2023**

● **Attendance:**

- |  |  |
|--|--|
| ○ Amy Rosenquist (English)                     | ○ Joseph (Joe) Hinton (Career Programs)                          |
| ○ August Kampf-Lassin (Research & Planning)    | ○ Juanita Del Toro (Social & Applied Science)                    |
| ○ Bridgette Mahan (Business)                   | ○ Loretta Visomirskis (English)                                  |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ Erica McCormack (Humanities & Music)         | ○ Paul Rizik (Library)   |
| ○ Farah Movahedzadeh (Biology)                 | ○ Paul Wandless (Art and Architecture)                           |
| ○ Galina Shevchenko (Art & Architecture)       | ○ Ukaisha Al-Amin (English)                                      |
| ○ Hamed Sarwar (Biology)                       | ○ Viggie Alexandersson (English)                                 |
| ○ Ignatius Gomes (Biology)                     | ○ Zeke Yusof (Physical Science)                                  |
| ○ Jeffrey (Jeff) Swigart (Mathematics)         |  |

- **Intro:** Dave welcomed everyone, 19 total, including 5 in person and 14 on Zoom. Paul motioned and Viggie seconded approval of last week's minutes, and the committee approved.

● **Announcements:**

- **Cecilia Lopez:** Our former vice-president has passed away. She was very influential in starting our committee in 2003. We may include a tribute in this issue of the Assessment Times.
- **Anniversary:** Our committee's 20-year anniversary is this fall. We'll plan some sort of celebration.

● **Unit Liaison Updates:**

- **Bridgette Mahan, Business:** She's working on five different projects, the most important involving continuing work on accreditation with ACBSP (Accreditation Council for Business Schools and Programs).
  - Completion of program-level self-study for this fall's reaffirmation of ACBSP accreditation.
  - Challenge exam for Business 111 Introductory Business.
  - End of term Assessment Exam for Introductory Accounting Course.
  - Pilot Review and Survey of Course SLOs by Modalities.
  - Survey of student perceptions of different teaching modalities.

- **District Survey:** The district assessment committee asked each college assessment committee to fill out a survey about how well they're meeting various goals. The first eight questions each had four options: met, partially met, has not met, or not applicable. We discussed each question carefully and then voted on which response was appropriate. We ended up answering "met" for these eight questions. The last two questions were open-ended asking for overall strengths and areas for improvement, and Dave asked us to ponder those for next time. Here are the eight questions we answered "met" to:
- The college has an active assessment committee that includes representation from curricular disciplines, adult education (where applicable), co-curricular spaces, and students.
  - The college has institutional learning outcomes that have been developed collaboratively and are published.
  - The college has an institutional level assessment plan.
  - The college's community members (outside the assessment committee members) are informed of and are able to speak about the college's assessment plan.



- The college's community members (outside the assessment committee members) know where to find assessment information and have a foundational knowledge of what assessment of student learning is and their role in it.
- The college has a way to communicate assessment results and assessment reporting that is accessible to all stakeholders.
- The college has a formal way of housing its assessment materials that allow for sustainable access and transitions when new faculty, department chairs, staff, and administrators leading assessment activities changes.
- The college demonstrates annually that assessment outcomes have been used to inform improvements to student learning.
- **Next Time:** We will discuss the committee budget as well as leadership positions for the next academic year.

**Assessment Committee**  
**Harold Washington College**



**Chaired by David Richardson (Humanities and Music)**

**Minutes for 4/19/2023**

- **Attendance:**

- |  |  |
|--|--|
| ○ Amy Rosenquist (English)                     | ○ Ignatius Gomes (Biology)                                       |
| ○ Alysandra Cruz-Bond (Advising)               | ○ Jeffrey (Jeff) Swigart (Mathematics)                           |
| ○ Bridgette Mahan (Business)                   | ○ Joseph (Joe) Hinton (Career Programs)                          |
| ○ Carrie Nepstad (Social & Applied Science)    | ○ Juanita Del Toro (Social & Applied Science)                    |
| ○ Chao Lu (Mathematics)                        | ○ Loretta Visomirskis (English)                                  |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ Erica McCormack (Humanities & Music)         | ○ Paul Rizik (Library)   |
| ○ Farah Movahedzadeh (Biology)                 | ○ Zeke Yusof (Physical Science)                                  |
| ○ Galina Shevchenko (Art & Architecture)       |  |

- **Intro:** Dave welcomed everyone, 16 total, including 3 in person and 13 on Zoom. Amy motioned and Joe seconded approval of last week's minutes, and the committee approved.
- **Newsletter:** The draft is finished. Dave thanked Ukaisha for the amazing design. There are a few suggested edits pending. Jeff motioned and Carrie seconded approval of the newsletter being sent out pending these minor edits, and the committee approved.
- **Charge:** During the coming weeks we will consider updating the charge. Here are some issues we discussed.
  - Should department liaisons be changed in name to something like area liaisons or assessment agents?
  - Who should have voting privileges?
  - How can we get departments and department chairs more involved?
  - How can we encourage departments to get more involved with assessment?
  - How can we get adjuncts more involved, such as by paying them to attend trainings?
  - How is the district assessment committee going to potentially affect our work?
  - Should we combine general and unit assessment, or split them up into a triumvirate of committees or sub-committees: one for the the so-called "Hard Disciplines" (Science, Math, etc.), another for the "Soft Disciplines" (Humanities, Languages, etc.), and one for Business (per (sort of) the spirit of Ignatius' suggestion), or any other type of restructuring?
- **Leadership:** We will have elections next week. Dave asked anyone interested in running for something to let him know.
- **Audits:** In response to a point by Farah about what she includes in her Liaison Report, Dave reminded us that district has been randomly auditing special assignments during the last few semesters, so we need to keep up on our reports and other output to be ready to show the work we've been doing.
- **Program Assessment:** Dave is working on finding out what assessment is going on with each program. He's been reaching out to various folks in each program to find out. We discussed what our role should be in program assessment. How can we help and encourage programs without taking on too much work that we're not ready to handle? How can we help everyone stay ready for accreditation?
- **General Assessment:** Ukaisha has suggested developing an assessment measure primarily focused on our "initiate" ILOs this fall. Dave asked that we all consider that and any other potential ideas for this fall.

**Assessment Committee  
Harold Washington College**



**Chaired by David Richardson (Humanities and Music)  
Minutes for 4/26/2023**

● **Attendance:**

- |  |  |
|--|--|
| ○ Amy Rosenquist (English)                     | ○ Farah Movahedzadeh (Biology)                                   |
| ○ Alysandra Cruz-Bond (Advising)               | ○ Galina Shevchenko (Art & Architecture)                         |
| ○ August Kampf-Lassin (Research & Planning)    | ○ Ignatius Gomes (Biology)                                       |
| ○ Bridgette Mahan (Business)                   | ○ Jeffrey (Jeff) Swigart (Mathematics)                           |
| ○ Carrie Nepstad (Social & Applied Science)    | ○ Juanita Del Toro (Social & Applied Science)                    |
| ○ Chao Lu (Mathematics)                        | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Rachelle Bryant (Social & Applied Science)                     |
| ○ Erica McCormack (Humanities & Music)         | ○ Ukaisha Al-Amin (English)                                      |
|  | ○ Zeke Yusof (Physical Science)                                  |

- **Intro:** Dave welcomed everyone, 17 total, including 3 in person and 14 on Zoom. Erica motioned and Juanita seconded approval of last week's minutes, and the committee approved.
- **John Kieraldo:** Our former committee secretary passed away last week. We discussed including a tribute in current (probably not) or future (likely) newsletter.
- **ILO's:** Dave shared a video draft about our institutional learning outcomes which we liked and will keep working on. Ukaisha then led us in editing the ILO document. We especially discussed the choice of words of "objectives" and "outcomes". After much discussion, we voted to change the word "objective" to "category", and the committee approved. We will continue editing with the goal of sharing the final draft this fall.
- **FDW:** We discussed the possibility of presenting at faculty development week this fall, especially on the topic of the Participate survey results shared in our most recent *Assessment Times* issue. Dave will submit a proposal and then connect with Alysandra and Ukaisha and any other volunteers to discuss and start planning this in the coming weeks.
- **Charge:** We spent some time group editing our committee charge. We considered changing some key words such as "deliverables" to "activities", "liaisons" to "agents", and "unit" to "area". We'll keep pondering these in the coming week. We also discussed the membership and voting rules and whether we should be concerned about vote packing.

**Assessment Committee  
Harold Washington College**



***Chaired by David Richardson (Humanities and Music)  
Minutes for 5/3/2023***

● **Attendance:**

- |  |  |
|--|--|
| ○ Amy Rosenquist (English)                     | ○ Ignatius Gomes (Biology)                                       |
| ○ Alysandra Cruz-Bond (Advising)               | ○ Jeffrey (Jeff) Swigart (Mathematics)                           |
| ○ August Kampf-Lassin (Research & Planning)    | ○ Juanita Del Toro (Social & Applied Science)                    |
| ○ Bridgette Mahan (Business)                   | ○ Loretta Visomirskis (English)                                  |
| ○ Carrie Nepstad (Social & Applied Science)    | ○ Matthew Williams (World Languages & English Language Learning) |
| ○ David (Dave) Richardson (Humanities & Music) | ○ Paul Rizik (Library)   |
| ○ Erica McCormack (Humanities & Music)         | ○ Rachelle Bryant (Social & Applied Science)                     |
| ○ Farah Movahedzadeh (Biology)                 | ○ Ukaisha Al-Amin (English)                                      |
| ○ Galina Shevchenko (Art & Architecture)       | ○ Viggie Alexandersson (English)                                 |
|  | ○ Zeke Yusof (Physical Science)                                  |

- **Intro:** Dave welcomed everyone, 19 total, including 3 in person and 16 on Zoom. Erica motioned and Amy seconded approval of last week's minutes, and the committee approved.

● **Cocurricular Updates from Carrie:**

- **Access Center:** Tom Glatz, Coordinator of Assistive Technology and Testing at the Access Center, asked Carrie for help with a technology accessibility survey. Tom started out with many goals, and Carrie helped to narrow those goals to finding out what software students are already using and what software might need to be purchased. The resulting survey got 53 responses. Carrie hopes she can be a facilitator to other people working on various types of assessment around the college.
- **Diversity, Equity, and Inclusion Committee:** Carrie started attending meetings for this committee which has historically focused on events but is now trying to look at academics as well. For example, they are planning various professional development opportunities such as a book discussion on "From Equity Talk to Equity Walk". Carrie also asked them to look at our committee charge and human diversity definition, thus giving them a chance to offer us help as well.
- **Other Thoughts:** Carrie shared a brief history of the cocurricular branch of our committee, beginning with Michael Heathfield a few years back looking around the college at what assessment work was already happening, to the current work of helping different parts of our college with whatever practical help we can offer. Carrie noted that much assessment work in the non-academic parts of our college is evaluative assessment, and so we must find ways to help while staying outside of that evaluative aspect. Carrie also shared about a MOOC (Massive Open Online Course) on student affairs assessment that she's taken four times, and she encouraged all of us to take it as well.
- **Wright:** Viggie offered to share about the cocurricular work done at Wright College, much of it modeled around ideas from Jackie Werner here at HWC.

- **Charge Review:** Dave reviewed a few previously discussed/suggested changes to the charge related to language (e.g., liaisons → agents) and membership/voting. He asked about committee comfort with Executive Review and approval of the changes and these minutes in the final meeting of the semester during Week 16 (as we have done in years past). There were no objections, and Dave requested any additional suggestions or objections to be sent by email by Tuesday, 5/9 and thanked all for a great year.