



HARTNELL COLLEGE

**Outcomes & Assessment Committee
Meeting Minutes**

February 28, 2022 • 3:00 p.m. – 5:00 p.m.

Zoom: <https://cccconfer.zoom.us/j/92980255418>

Members

Name	Representing	Present	Absent
Dave Beymer	Faculty (PE/Kinesiology)	X	
Brook Foley	Faculty (Counseling)	X	
Angela Clark	Faculty (Nursing)	X	
Guy Hanna	Administration, Dean (LLS&R)	X	
Liz Morales	Assessment Specialist	X	
Atanacia Malagon-Mares	Faculty (Counseling)	X	
Cheryl O'Donnell	Faculty (Business, CSS)	X	
Johnny Perez	Faculty (Math)	X	

Guests

Name	Representing	Present	Absent

CALL TO ORDER: The meeting was called to order at 3:05 p.m. by Cheryl O'Donnell. Meeting was conducted via Zoom due to the shelter-in-place order.

ACTION ITEMS:

- Approval of Agenda:** The 02.28.2022 agenda was approved.
- Approval of Minutes:** Minutes for the 02/14/22 meeting were approved with edits to modify Dr. Guy Hanna's area of representation as well as including our newest member Atanacia Malagon-Mare who is representing counseling.

INFORMATION/DISCUSSION/PRESENTATIONS

- Assessment of General Studies and Liberal Arts Degrees for PPA – Year 2**
 - Cheryl announced to the committee that Dean Carla Johnson and counselors Gaby Lopez and Norma Cuevas were going to initially join the meeting for this discussion but were unable to at the last minutes. They were going to attend to have a discussion about what, if anything, the counselors should be assessing in terms of courses for the Year 2 PPA template. While the committee has been looking at the possibility of using these degrees to assess at the Core Competency level for learning outcome data, Year 2 of the PPA plan calls for analysis of student achievement data; mainly success rates. This year's PPA is focusing on equity in modalities as well as disaggregating success data by gender and ethnicity. Currently, all of the GE courses that make up these two degrees will be analyzed in individual PPAs by the various disciplines who teach them. Should the counselors still go through the activity of answering the PPA questions to get a collective look at the success data or should they examine counseling courses? Cheryl

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pointed out that it would be meaningful to get the data for all of the GE courses in order to get a big picture of enrollments, success rates, etc. This type of data could help inform decision making for Ed Plans, Meta Majors, etc. Dave thought that if the counselors examined the counseling classes including enrollments, they might be able to determine if there are gaps in terms of what students are actually taking the counseling courses. Cheryl indicated that she would like the O & A committee to make a recommendation to the counselors as to what they should review for the Year 2 PPA. In addition, she would like the committee to also come up with a decision about examining the achievement data for these programs. Should we do it as a committee in Year 2 and then do the same in Year 4? Dave confirmed that as of now, there is not a PPA template for the General Studies or Liberal Arts degrees. Johnny Perez thought it would be good to get the data as a committee and review it in terms of Meta Majors, etc. This led to a discussion with the committee about whether or not we should consider having our committee expand to include PPA processes. It was also mentioned by Dr. Hanna that the college might want to consider putting together a General Education Committee. There is currently legislation that proposes that a single pattern of GE for CCCs, CSUs, and UCs. This is supposed to go into effect in 2024.

4. Update on Assessment Activities for Spring and Fall 21 and Future Convocation/Flex Days

- a. Cheryl and Liz provided the committee with some background of what has happened with Spring 21 and Fall 21 assessments. Faculty have not really done course level assessment since Spring of 2019 (for the most part) because the 2019 – 2020 year was the Year of the PPA/PLO which did not involve course level assessment. The pandemic hit in March of 2020 and in the Fall semester of 2020, the O & A committee advised faculty to focus on the development of their online courses and not do assessment in the new online environment. Faculty were encouraged to begin engaging in assessment of their courses in Spring 2021 and then again in Fall 2021. Completion of scheduled assessments for those two semesters has been fairly low.

	# of sections with score cards sent out	Score cards completed	Score cards not completed	% completed
Spring 2021	187	103	84	55%
Fall 2021	340	168	172	49%

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Cheryl and Liz will be working together to contact faculty to follow up on Fall 2021 semesters. This was done for the Spring 2021 semester and while some faculty did enter their assessment data after being contacted, the majority did not follow through on action plans. Cheryl stated that as a committee we should determine a cut score of what will be considered completed assessment where reports will be run for faculty to analyze. Johnny suggested that we might want to work with faculty to rebuild the culture of assessment that we were praised for in our 2019 accreditation visit. We can work with full-time faculty to have them develop a method of how to monitor assessments for their disciplines. We could also work with the deans to try and have them involved and bring awareness. Dave Beymer said that full-time faculty should be showing 100% participation for assessing their courses. It's more challenging to track part-time.

Cheryl suggested that as we prepare for Fall 2022 convocation, we should have statistics available as to where we are at in the assessment cycle. The 2022-2023 academic year will be the last year of the three-year course assessment cycle. It can serve as the final opportunity for faculty to schedule and assess any courses that were not done in the previous two years. The data is needed so we can do the program level analysis in the following year.

5. Reflection Template and Action Plan Questions – Integrating Equity

- a. Cheryl assigned the committee members homework to find one source of information that focuses on assessment and equity. These sources will be shared at the next meeting so discussion can take place about how we might incorporate an equity focus into our reflection questions and action plan questions. Cheryl also suggested that we might consider a rubric for assessment and equity, similar to what the Student Success and Equity Committee has done. Johnny suggested that we invite Nina Vazquez and Janet Flores to attend one of our meetings.

6. SLOs and CurricUNET Review

- a. Due to lack of time, the committee did not review any courses in the queue.

ADJOURNMENT: The meeting concluded at 4:50 p.m.

NEXT MEETING(S):

March 14, 2022
March 28, 2022
April 25, 2022
May 9, 2022

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