



HARTNELL COLLEGE

**Outcomes & Assessment Committee
Meeting Minutes**

September 27, 2021 • 3:00 p.m. – 5:00 p.m.

Zoom: <https://cccconfer.zoom.us/j/93388060183>

Members

Name	Representing	Present	Absent
Dave Beymer	Faculty (PE/Kinesiology)	X	
Brook Foley	Faculty (Counseling)	X	
Angela Clark	Faculty (Nursing)	X	
Guy Hanna	Classified (LLS&R)	X	
Sachiko Matsunaga	Dean (L&LSR)	X	
Liz Morales	Faculty (Business)	X	
Cheryl O'Donnell	Faculty (Business, CSS)	X	
Johnny Perez	Faculty (Math)	X	

Guests

Name	Representing	Present	Absent
Matt Trengove	Office of Institutional Research		

CALL TO ORDER: The meeting was called to order at 3:08 p.m. by Cheryl O'Donnell. Meeting was conducted via Zoom due to the shelter-in-place order.

ACTION ITEMS:

- Approval of Agenda:** The 09.27.2021 agenda was approved as written.
- Approval of Minutes:** Minutes for the 09/13/21 meeting were approved.

INFORMATION/DISCUSSION/PRESENTATIONS

1. PPA Questions for 2021 – 2022 Instructional PPAs

- Matt Trengove returned to present the modified series of questions for the PPA that had been presented at the 9.13.21 meeting. There were five questions and some of those questions had embedded questions. These questions will be included in the 2021 – 2022 Instructional PPA. They are as follows:

- Potential concerns for major required courses in the program
- Potential equity concerns for major required courses in the program
- What actions can be taken to address enrollment and/or success of these courses?
 - Curriculum
 - Professional Development
 - OER Materials
 - Other

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Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

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- What else would you like to/need to know about these courses in terms of data?
- Does the information from the Success Analysis dashboard confirm or deny any prior assumptions and/or personal experiences with these courses?

The questions will allow for both a quantitative analysis as well as a qualitative analysis. The data that will be used by faculty to answer some of the questions will come from the Enrollment & Success Data tool. This tool allows a comparison of Institutional averages, to discipline averages, and then to course averages. A modification to the tool has been made since it was last used as part of the PPA process. This modification includes the ability to compare success rates by modalities at both the discipline level and the course level. If there is concern regarding the success rates for courses or discipline averages to that of the college (a difference of greater than 2%), the data will be highlighted in pink. A green highlight will indicate that the success rates exceeds the 2% deviation from the college standard. Other questions will be answered using the Student Success and Equity tool. This tool will allow faculty to examine disaggregated data with a focus on equity.

The committee voted in support of the questions to be moved forward. Cheryl indicated that while past practice has not included the O & A committee taking an actual vote on the questions, she appreciates the opportunity for transparency in the process and for feedback to be gathered.

2. Review of O & A Website

- Guy Hanna gave an overview of the approach he has used to begin making changes to the existing Outcomes and Assessment Committee webpages. He and Cheryl met during the summer to look for some models from other colleges. They both agreed that they really liked the webpages used at Chaffey College both in terms of structure and content. Guy presented that structure in an outline format to the committee. He then shared another document that he is using to begin linking current webpages that are on our website to the new framework. There will be some additional pages that will be added as well. Guy mentioned that while he can modify and change content to actual pages, he cannot modify the existing framework that appears on the left side of the page without first obtaining access from James Fitch.

The committee voted unanimously in favor of having Guy move forward with modifying the existing web pages based on the information that he shared.

3. Update on Virtual Meetings/Brown Act

- Cheryl informed the committee that the executive order that had been issued from the Chancellor's Office, which allows for meetings to be held virtually, was set to expire on September 30. However, conversations and work that was done by the ASCCC with the Chancellor's Office and the Board of Governors has resulted in an extension of that deadline to January 2022. Cheryl asked committee members how they would like to proceed in terms of meeting format, and everyone indicated that they would like to continue with the virtual meetings.

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4. PPA/PLO Process for Liberal Studies, General Studies, IGETC, and CSU

- a. At the 9.13.21 Matt Trengove brought forward an item that addressed some key programs at the college that were not having PPAs completed. They were primarily the degrees on campus that are based on general education courses. The challenge in having a PPA done is that these degrees are made up of combinations of courses for a variety of disciplines. The committee began discussing what approach might be used in upcoming PPA cycles for these degrees. It may not be feasible to do annual PPAs based on the nature of these degrees. It was discussed that we could have assessment of these degrees done in the 4th year of the PPA and assessment cycles. Cheryl suggested that we might want to work with the counselors to come up with a method by which these degrees could be reviewed in terms of data and learning outcomes. The next round of PPA/PLO activities will occur during the 2023 – 2024 year. Discussion will continue at future O & A committee meetings to address this concern.

5. Goal Setting for 2021 – 2022 Year

- a. As a carryover from the previous meeting, Cheryl informed the committee that as Senate President she has asked each of the chairs of the Senate Standing committees asking them to have discussion in order to identify one to three key goals or areas of focus for the year. The committee discussed different priorities and areas of focus and Cheryl created a list. The committee then prioritized the list and narrowed it down to the top four. The priorities ranked from highest to lowest were determined as follows:
 - Complete the Value Rubric project: finalize all six value rubrics to be used for core competency assessment
 - Examine and document ways that outcomes and assessment processes are embedded into College Redesign/Guided Pathways, PTF recommendations
 - Determine methods of assessment that can be done using an equity lens
 - Investigate options for assessing stand-alone degrees such as General Studies, Liberal Arts, IGETC, CSU

Cheryl will report these identified goals/priorities to the Academic Senate.

6. SLOs and CurricUNET Review

- a. The committee was unable to review any items in CurricUNET due to lack of time.

ADJOURNMENT: The meeting concluded at 4:43 p.m.

NEXT MEETING(S): October 11, 2021

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