



HARTNELL COLLEGE

**Outcomes & Assessment Committee
Meeting Minutes
January 27, 2020 • 3:30 p.m. – 4:45 p.m.
A-116**

Members

Name	Representing	Present	Absent
Dave Beymer	Faculty (PE/Kinesiology)	X	
Eric Bosler	Faculty (Photography)	X	
Jeff Carew	Faculty (Psychology)	X	
Brook Foley	Faculty (Counseling)	X	
Toni Gifford	Faculty (Nursing)	X	
Guy Hanna	Classified (LLS&R)	X	
Peggy Mayfield	Faculty (Library)	X	
Liz Morales	Faculty (Business)	X	
Cheryl O'Donnell	Faculty (Business, CSS)	X	
Dan Petersen	Faculty (English)	X	
Lesha Rodriguez	Faculty (Art)	X	

Guests

Name	Representing	Present	Absent

CALL TO ORDER: The meeting was called to order at 3:40 p.m. by Cheryl O'Donnell.

ACTION ITEMS:

- Approval of Agenda:** The 01.27.2020 agenda was approved as written.
- Approval of Minutes:** Minutes from the 11.25.19 meeting were approved.

INFORMATION/DISCUSSION/PRESENTATIONS

- PPA/PLO Follow Up—Spring Flex Day:** Cheryl distributed the aggregated responses from the table discussion regarding Question 4 of the PPA. The intent of Question 4 was to have faculty review their frequency of assessment for major required courses and the number of students being assessed. The prompt for the table discussion was “How much is enough?” Dave explained how he came up with the composition of each table. The key to his approach was having a nursing faculty at each table and/or a member of the O & A committee. The committee discussed the comments made from each table in order to determine the recommendation that would be given to the Senate regarding the frequency

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of assessment for the next 4 year cycle. Responses from 12 of 18 tables, indicated that the overall consensus was that our current method of assessing a course once in a three-year time period was sufficient. There were six other tables that indicated that more assessment was desired or that the number of courses assessed beyond the required amount should be decided by the discipline. Based on the committee discussion a motion was made and approved as follows:

Moving forward for the next three-year cycle, the O & A committee recommends that we continue with the current practice of assessing a course at least once in a three-year cycle with a recommendation that major required courses be assessed twice.

Dave Beymer reminded the committee of the timeline for spring semester activities regarding the PPA/PLO process. The month of February will be for reviewing and updating mapping of SLOs to PLOs if needed based on fall activities.

Discussion within the committee also focused on the need for an Assessment Plan and Best Practices document. The Assessment plan will formalize the decisions that have been made and implemented since Fall of 2016 and be used for onboarding and training purposes. In addition, the Assessment Best Practices document can be used by faculty to bring more awareness about assessment methodologies, etc.

2. **CurricUNET Calendar for SLO Review:** This item was tabled until the next meeting due to time constraints. Until a calendar is constructed, Guy will continue to review the SLOs in the CurricUNET queue.
3. **Update on GE Sub-committee Activities Regarding GE and Core Competencies:** Guy presented a PowerPoint that summarized the work that has been done by the GE Sub-committee during the Fall 19 semester. The goal of the sub-committee, which was made up of representatives from the Curriculum committee, the O & A committee, and counselors, was to review all GE courses at Hartnell and align those courses with a Core Competency. Once GE courses are mapped to a CC, those courses will be used to assess our GE program as well as the Core Competencies. The intent is to have the Value Rubrics used as part of the assessment process in order to ensure a more standard method of assessing these courses. The projected completion date for this project is Fall of 2020. Recommendations will be made to the Curriculum Committee as to the use of the Value Rubrics for CC assessment.

ADJOURNMENT: The meeting concluded at 4:50.

NEXT MEETING(S): February 10, 2020

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