



Meeting
Assessment Committee Regular Meeting
October 27, 2023
4:00 pm, Google Meet

I. Establishment of Quorum:

Rachael Lucero, Larry Fields, Denise Fox, Nicole Collins, Betsy Sanchez
Elaine Montaña, Liaison

Guests: Sherry Goodyear

II. Call of Meeting to Order:

Meeting was called to order at 4:04 p.m.

III. Approval of Agendas (October 27th, 2023):

A motion was made by Nicole Collins to approve the October 27th, 2023 Agenda. Larry Fields seconded the motion. Motion passed unanimously.

IV. Approval of Minutes (October 20th, 2023):

A motion was made by Betsy Sanchez to approve the minutes of October 20th, 2023. Nicole Collins seconded the motion. Motion carried unanimously.

V. Information/ Discussion items:

a. Climate survey

The Climate Survey format and questions were visited and edited. The Assessment Committee will forward the Climate Survey form to Faculty Senate, and Staff Senate. **(Attachment 1)**

Betsy Sanchez made a motion to approve the Campus Climate Survey, and forward to Faculty Senate and Staff Senate. Sherry Goodyear seconded the motion. Motion passed unanimously.

b. Luna Community College Employee (LCC) Exit Survey

A motion was made by Denise Fox to table the LCC Exit Survey form and make it virtual work session. Sherry Goodyear seconded the motion. Motion passed unanimously.

c. Higher Learning Commission (HLC)

The semi-official recommendation by the HLC is that LCC is no longer on probation. However, the HLC informed LCC that four (4) areas require more documentation to further maintain data analysis:

Four Areas:

- Assessment- documentation be comprehensible.
- Delineate co-curricular and curricular assessments.
- Ensure that the assessment process is documented. The assessment should be step-by-step narrative.
- Track students progress for approximately five (5) years.
- Outline the process for surveys.
- Track narratives –how often surveys are disbursed.
- Include timelines and descriptions of surveys.

- Post assessment reports.
- Post CLOA reports more often.
- The General Ed and Assessment Committees need to be combined as one. If this is not possible, provide a justification why they are separate.
- Curriculum – more delineated process. It is dependent on Faculty Senate and Curriculum Committees.
- The Board

VI. Action Items:

- a. Climate survey

VII. New or Follow-up Items:

- a. LCC Employee exit survey

VIII. Adjournment

Larry Fields motioned to adjourn the meeting at 5:15 p.m. Nicole Collins seconded the motion. Motion passed unanimously.

IX. Next Meeting: November 10th, 2023? 3:00 pm.

We appreciate your contributions during your time at Luna Community College. As you move on to new opportunities, we would like to hear about your experiences here to help us make improvements for our current and future employees. Please take a few minutes to complete this survey honestly and candidly.

Section 1: Reasons for Leaving

1. What is the primary reason for your departure?
 - a. Found a better job opportunity.
 - b. Relocation.
 - c. Retirement.
 - d. Career change.
 - e. Personal reasons.
 - f. Dissatisfaction with the work environment.
 - g. Dissatisfaction with compensation.
 - h. Dissatisfaction with management.
 - i. Dissatisfaction with workload.
 - j. Other (please specify):

Section 2: Employment Experience

2. How would you rate your overall experience working at Luna Community College?
 - a. Excellent
 - b. Good
 - c. Satisfactory
 - d. Fair
 - e. Poor
3. How would you rate your relationship with your immediate supervisor or manager?
 - a. Excellent
 - b. Good
 - c. Satisfactory
 - d. Fair
 - e. Poor
4. How would you rate opportunities for professional growth and development during your time at Luna Community College?
 - a. Excellent
 - b. Good
 - c. Satisfactory
 - d. Fair
 - e. Poor

c. The workplace culture was inclusive and diverse.

- a. 1
- b. 2
- c. 3
- d. 4
- e. 5

d. I received fair and constructive feedback from my supervisors.

- a. 1
- b. 2
- c. 3
- d. 4
- e. 5

e. I received necessary resources and tools to perform my job effectively?

- a. 1
- b. 2
- c. 3
- d. 4
- e. 5

