



MINUTES

Assessment Committee Regular Meeting

October 18, 2024
4:00 pm, Google Meet

- I. Establishment of Quorum:
Rachael Lucero, Larry Fields, Denise Fox, Nichole Collins, Sherry Goodyear, Billy Mathews, Betsy Sanchez, and Elaine Montano (Liaison)
- II. Call of Meeting to Order:
Meeting came to order at 4:02 p.m.
- III. Approval of Agenda:
Nichole Collins motioned to approve the October 18, 2024 Agenda. Larry Fields seconded the motion. Motion passed.
- IV. Approval of Minutes:
Betsy Sanchez motioned to approved minutes of October 20, 2024. Larry Fields seconded the motion. Motion passed.
- V. Informational/Discussion Items:
 - A. How we track students once they leave: CLOA format
 - The CLOA document changed due to Higher Learning Commission, (HLC), request.
 - Provide in detail how many students were successful and how many were not.
 - How many students received a final grade.
 - Look at CLOA form-- what will change next course cycle?
 - Send invite to directors to discuss the CLOA form and complete it in Google classroom.
 - Express the importance of completing the CLOA form based on HLC request.
 - B. How we track student once they leave
 - Create a plan to track students after graduating. Higher Learning Commission (HLC) asked how LCC tracks the students.
 - Several options were discussed. HLC would like to see a five (5) year tracking plan.
 - At present, LCC does not at the track Alumni Students.
 - C. Bylaws:
 - Dr. Carol Linder is reviewing.
 - D. Meeting with Directors:
 - Schedule a meeting with department directors. Inform the directors that the meeting is mandatory and need to attend the meeting.

E. CLOA training all faculty meetings:

- Schedule CLOA training before January 2025. Possible dates are November 18th or November 19, 2024. The committee plans to best use the google format.

VI. Action Items:

- a. CLOA Format

VII. New or Follow-up Items for Next Meeting's Agenda:

- a. November 22, 2024

VIII. Adjournment:

Sherry Goodyear motioned to adjourn the meeting at 5:04 p.m. Billie Mathews seconded the motion. Motion passed.