



MINUTES

Assessment Committee Regular Meeting

March 3rd, 2023
3:00 PM, Google Meet

- I. Establishment of Quorum:
Rachel Lucero , Larry Fields, Denise Fox, Andrellita Chavez, Nicole Collins, Betsy Sanchez, Elaine Montano (Liaison)
- II. Call of Meeting to Order:
Meeting was called to order at 3:03 p.m.
- III. Approval of Agenda: 3/2/23
Larry motioned to approve the agenda of March 2, 2023. Seconded by Andrellita, All in favor.
Motion passed unanimously.
- IV. Approval of Minutes: 2/10/23
Betsy motioned to approve the February 10, 2023 minutes. Larry seconded. All in favor, motion passed unanimously.
- V. Informational/Discussion Items
 - A. Gen Ed assessment
 1. Request faculty to submit an assignment that shows one of the characteristic to gather data. The characteristics are based off of state Gen Ed Criteria and included in CLOA forms. The ranking on form is incorporated on the Gen Ed assessment.
 2. Gen Ed Assessment NM Hear is based on assessment completed in December and will repeat in May.
 3. Gen Ed assessment handout presented from UNM is a one page Assessment report.
 4. A great method-- the handout vs a lengthy report.
 - A. CLOA update
 1. Google classroom form.
 2. An idea to have a portal for CLOAS. Link to portal, easier to gather data analysis or create CLOA Form for each class and outcomes assessments.
 3. Discussion on Forms they are more user friendly and easier to update.
 4. Create a video to demonstrate how to fill out CLOAS.
 5. All CLOAS continuously updated and accurate.
 6. The committee agreed on the google form and portal will be useful.

D. HLC
Preparation for HLC Conference. Dr. Day is working on Criteria 4: Assessment.

VI. Open Bills

A.

VII. Action Items

a. Vote on CLOA google form

b. Vote on CLOA web portal

c. CLOA report format.

Betsy motioned to approve the listed Action items: Move excel spreadsheet to google form. CLOA web portal and CLOA report format. Seconded by Larry. All in favor. Motion passed unanimously.

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

March 31st, 2023

IX. Adjournment

Denise motion to adjourn at 3:38 p.m., Larry seconded. All in favor motion passed unanimously.