



Assessment Committee Meeting
Minutes
March 19th, 2021
11 am, Google Meets

Present: Rachael Lucero, Chair, Larry Fields, Vice Chair, Germaine Sandoval, Chantel Rivera, Elaine Montano (Liaison)

- I. Establishment of Quorum
Quorum Met
- II. Call of Meeting to Order
 - a. Meeting was called to order at 11 a.m.
- III. Approval of Agenda
 - a. Germaine motioned to approve the Agenda, Larry seconded the motion. Motion carried unanimously.
- IV. Approval of Minutes
 - a. 2/19/2021
 - i. Germaine motioned to approve the February 19, 2021 minutes, Chantel seconded the motion. All in favor. Motion approved and carried.
- V. Informational/Discussion Items
 - i. Invitation to Carolyn Chavez to discuss the Faculty Evaluations
 1. Faculty Evaluations of Director – tabled
 - The Assessment Committee discussed the faculty evaluation form. Several suggestions were brought forward they are:
 - Define Pedagogy section # 3 in faculty appraisal form.
 - Combine SLOAS/CLOAS presentation(s) to Faculty Evaluations. Include Rubric incorporated in the class. Committee members voted: LF – yes, CR – yes and GS – undecided. A question arose, should serving in a committee be supplementary to faculty performance form? It would require that Directors to be actively involved and aware the work of those committees and receive credit.
 - ii. Bills for Student survey
 - iii. Course Learning Outcome Data Compilation Form
 - This form is for Directors only, deleted faculty personal information. This form calculates and is user friendly. Training for directors only during in-service week.

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- iv. Course Improvement Reports
 - a. Posters
 - a. Requirements
 - Posters presentation for SLOA/CLOA. It was decided that instead of power point switch to presentation(s) in MEC or STEM.
 - Discussion on how to select faculty members to present CLOA—an idea to potentially look at faculty that have significant difference in CLOAS from one semester to another.
 - It was mentioned that with a presentation there is more diverse and a friendly atmosphere.
 - First semester be volunteer basis.
 - Have seven (7) departments present at a time. Reports should be completed on a yearly basis.
 - v. In-service week proposals
 - How to create a poster: create a bill to propose a lecture poster guide for in-service week, seeking approval from Faculty Senate and potentially Leadership Committee.
 - How to enter information in CLOAS data form (directors only) to view and make recommendation(s).
 - CLOA form - Directors only to view and make recommendation(s)
 - Pedagogy – train those that do not know what Pedagogy is and how it works.
 - vi. Open Bills
 - Action Items
 - a. Motion to postpone indefinitely the issue of the MOU
Chantel motion to postpone indefinitely the MOU. Larry seconded the motion, motion carried, All in favor, motion passed unanimously.
 - b. Motion to approve Course Learning Data Compilation Form
Larry motion to approve the Course Data Compilation form, Germaine seconded. All in favor, motion carried.
 - c. Motion to write new bill for Inservice week
Larry motion to write a new bill for in-service week. Chantel seconded the motion, all in favor motion passed.
- VII. New or Follow-up Items for Next Meeting's Agenda
- a. Work on poster lay out
 - b. Bill for In-service week



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- c. Work on Faculty Evaluations by Director
- d. Next meeting April 9th , 2021 at 11:00 am
- e. Adjournment
 - a. Meeting adjourned at 12 noon