



**ASSESSMENT WORK GROUP
APPROVED MINUTES
MARCH 2, 2012**

Members Present: Adrienne Peek, Ken Hart, Gerald Wray, Charles Mullins, Jason Wohlstadter, Steve Aristotelous, Pedro Mendez, Antoinette Herrera, Lorena Dorn, James Todd, Kimberly Christensen, Jason Wohlstadter, Chad Redwing, Bonnie Hunt

Members Absent: David Baggett, John Sola, Kamran Payvar, Beth Bailey, Teryl Ward, Jennifer Hamilton, Lorena Dorn

- I. Announcement: Adrienne Peek announced that she is resigning as the Assessment Coordinator and Co-Chair of the Assessment Work Group as of April 27, 2012. The group commented on how Adrienne has been an outstanding leader for the Assessment Work Group and she will be sadly missed.
- II. Review of Minutes: The Assessment Work Group members reviewed the February 3, 2012 minutes. The minutes were approved without any objection.
- III. Planning to Address ACCJC Recommendations and get to Proficient: The work group discussed the timeline for the ACCJC report (Follow-up Report). The Assessment work group is working on writing a response for Recommendation 2. The recommendation reads as follows:

Modesto Junior College Recommendation 2

The team recommends the college attain the level of proficiency according to the ACCJC Rubric for Student Learning Outcomes by 2012. The college must ensure that faculty members differentiate between course learning outcomes and course objectives. It must also establish clear standards for assessing course learning outcomes that will inform course-level curricular and pedagogical improvement. In addition, the college must complete its development of outcomes at the program and institutional levels. The college must demonstrate that it assesses the outcomes and uses them in college decision making processes to improve institutional effectiveness. The college must create venues to maintain an ongoing, collegial, self-reflective dialogue about the continuous improvement of student learning and institutional processes. Student Services must develop and implement student learning outcomes, establish systems of assessment to make improvements in the delivery of its programs and services, and communicate to students these learning outcomes. (Standards I.B.1, I.B.3, I.B.4, I.B.5, I.B.6; II.A.2.i, II.B.4; ER10.)

Adrienne Peek reported that the target for raw material should be May 15, 2012. Adrienne also stated that not only do we have to write a response to Recommendation 2 but we also need to show that we are doing what we say. The group started a discussion on the assessment of program learning outcomes. Adrienne used the white board to outline the assessment as follows:

1. First Assessment = Curriculum Alignment Matrix (Identify the Program Learning Outcome that matches with each course and also identify if they are I=Introductory, D=Development and/or M=Mastery).
2. Second Assessment = After Curriculum Alignment Matrix is completed and necessary curriculum changes have been made, data from course learning outcomes assessment can be interpreted (meta-study) to assess program learning outcomes.

CURRICULUM ALIGNMENT MATRIX EXAMPLE (SPEECH)

I= INTRODUCTORY

D= DEVELOPMENT

M= MASTERING

Required Courses	PL01	PL02	PL03	PL04
SP 100	X I			
SP 102	X I	X		
SP 104	D		X	
SP 107	D	X		X

Kathleen Ennis suggested that the group have a chart of what they are doing and what needs to be done. Adrienne stated that she could have a chart outlining this information ready for distribution at the next meeting.

Antoinette Herrera explained the Student Services template used for outcomes. Antoinette stated that she will email the document to Heather Townsend for distribution to via email to work group members.

- IV. Update Integrated Planning and Budgeting Processes' Timelines of Activities Chart: Ken Hart distributed a chart titled as, "[Modesto Junior College Integrated Planning and Budgeting Processes' Timelines of Activities.](#)" The group was asked by Ken Hart to review the timeline for any updates/edits that may need to be made. The group decided that the acronyms, SAOs and AUOs, should be taken out of the following statement because these items are ongoing:

- Departments and Programs Assess Outcomes (SLOs/SAOs/AUOs) in Spring-Fall Annual Pattern and Report.
- V. Comprehensive Assessment Report (team assignments): The Assessment Work Group members discussed the Comprehensive Assessment Report. It was asked if the group would be compiling the data for the report out of the PRNet database as planned. Adrienne stated that we need to assume we are doing a manual collection of course SLOs like before. PRNet is probably not going to be part of the process for this report.
- VI. Adjournment: The meeting adjourned at 3:00 p.m.