**PCC Learning Assessment Committee Agenda**

# **Meeting Information**

**Purpose:** Identify next actions for supporting and revising campus assessment activities

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| **Date:** | 9/14/2016 | **Location:** | G1 |
| **Time:** | 2:00 - 4:00 p.m. | **Meeting Type:** | Regular |
| **Called By:** | Melissa Anderson | **Facilitator:** | Melissa Anderson |

**Attendees**

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| **Committee Members**  Melissa Anderson, Chair  Arineh Arzoumanian  Gia Blount  Walter Butler  Adrine Reganian | **Unable to attend:**  Dr. Terry Giugni, Assistant Superintendent/Vice President of Instruction  Barbara Naylor (member) |  |

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# **Agenda Items**

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| ***Agenda Items*** | ***Presenter*** | ***Time Allotted*** |
| Public Comment | Open | 10 min |
| None | | |
| Welcome and Introductions | Melissa | 15 min |
| Adrine: committee has helped with accreditation. Looking forward to 2nd year.  Arineh: Looking forward to how the plan will impact campus. Getting ready to use eLumen with data from Canvas.  Gia: Also looking forward to how the new items will impact campus. Wants to see eLumen training supported and utilized. Gia and Arineh will provide Assessment support for the non-credit planning meeting on Friday.  Walter: Looking forward to the new plans. C&I involvement.  Melissa: Involved with IEC, and will be looking at how assessment will be integrated. | | |
| Update on “The State of Things” | Melissa | 20 min |
| Melissa:   1. eLumen is live. All Fall classes are loaded. 2. Training calendar: eLumen training, Department Assessment Coordinator training. All committee members can attend any of the sessions as well. Flex Day will not have assessment workshops, but the divisions could host an assessment session, as they have their breakout sessions in the afternoon. Faculty training is focused on editing SLOs, creating assessment in eLumen, and data in eLumen. The Program Coordinator is how to assign course coordinators, reading action plans | | |
| Fall 2016 Pre-Mortem Activity | Melissa | 30 min |
| Post-it ideas: what killed assessment?  Themes from the activity: Overload, Lack of Institutional Value, Communication problems / Confusion,, Equity, Stuff doesn’t get put in, Timeline, Burn-out/Indifference, Administrative support, Union & Part-time.  Statements:  There’s no institutional impact to assessment  People don’t understand what they need to do  People get overwhelmed by the process  People are burned out from past experience  Coordinators don’t get assigned and/or data is not submitted  Administration works at cross-purposes to us (sometimes)  The equity initiative detracts from focus on fundamentals  The Union MOU limits part-time involvement & complicates communication  Timeline not suited to process. | | |
| Policies & Procedures- Research Plans | Melissa | 45 min |
| How could we learn more?  Focus groups, surveys, email interviews, research $ sources, Quality tool.  Individual plans:  Arineh - research $ sources : progress by next meeting  Walter - quality tool for tracking processes.  Melissa - survey tools | | |

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# **Preparation for Meeting**

Please Read/Review:

* [“Six Simple Questions that Yield Better Decisions”](https://drive.google.com/open?id=0B4vgNyEKwLo6REMwMHp6alNBZVk)

Please Bring:

* Your answers to the following questions
  + What do we know works to help faculty get value from assessment?
  + What don’t we know about how to help faculty get value from assessment?
  + Where could we find more information about what we don’t know?

# **Action Items from Previous Meetings**

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| ***Action Items*** | ***Responsible*** | ***Due Date*** |
| Submit Sample Action Plans, Assessment Plans and Program Plans | LAC Members | ASAP |
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# **Other Notes or Information**