



HARTNELL COLLEGE

**Outcomes & Assessment Committee
Meeting Minutes**

September 14, 2020 • 3:30 p.m. – 4:45 p.m.

Zoom: <https://cccconfer.zoom.us/j/96920885180>

Members

Name	Representing	Present	Absent
Dave Beymer	Faculty (PE/Kinesiology)	X	
Brook Foley	Faculty (Counseling)	X	
Toni Gifford	Faculty (Nursing)	X	
Guy Hanna	Classified (LLS&R)	X	
Sachiko Matsunaga	Dean (L&LSR)	X	
Liz Morales	Faculty (Business)	X	
Cheryl O'Donnell	Faculty (Business, CSS)	X	
Dan Petersen	Faculty (English)	X	
Lesha Rodriguez	Faculty (Art)	X	

Guests

Name	Representing	Present	Absent
Johnny Perez	STEM	X	
Melvin Jimenez	Counseling/S&BS	X	

CALL TO ORDER: The meeting was called to order at 3:37 p.m. by Cheryl O'Donnell. Meeting was conducted via Zoom due to the shelter-in-place order.

ACTION ITEMS:

1. **Approval of Agenda:** The 09.14.2020 agenda was approved as written.
2. **Approval of Minutes:** Minutes for the 5/11/20 meeting were approved.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Looking back at Spring 2020
 - a. **Value Rubric Project:** Cheryl provided a recap of the work that was done on the Value Rubric project. She provided a background for guests on the purpose of the project and the goal of modifying the AAC&U Value Rubric, where needed, to develop a set of six rubrics that will be used to assess the college's core competencies. She presented a document that gave a summary of where the project currently is at:
 - i. Personal Growth & Responsibility – completed
 - ii. Aesthetics Analysis & Application – completed
 - iii. Information Competency – completed
 - iv. Communication – in progress
 - v. Inquiry and Reasoning – in progress
 - vi. Global Engagement – in progress

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

2. Next Steps:

- a. **Value Rubrics Project:** Cheryl spoke to the work that still remains to be done. **Melvin** inquired when this work needed to be done and the committee members discussed the original timeline of having the rubrics completed and ready for approval by September 28. There was agreement that this was not likely and acknowledgement that the curriculum committee was going to be very busy for the next month or two with the DE addenda approvals and would not have time to move forward with their phase of the project. The remaining work to be done on the rubrics is as follows:
 - i. Global Engagement – Guy and Cheryl are going to continue working on this rubric. It was indicated by the members who worked on this rubric that they felt they had taken it as far as they could and we now needed to have input from some faculty who teach in the GE courses that were placed in this category. Cheryl indicated that Melvin might be a faculty member who can assist us with this.
 - ii. Inquiry and Reasoning –
 - iii. Communication – Dan and Dr. Matsunaga will meet to finalize the work that they started on the written communication rubric. Cheryl will send the Oral rubric to Daniel Lopez and Jason Hough for input.
- b. **Assessment Plan:** Guy presented on the discussion plan and the need to finalize things so we could move forward. Nursing and a few other disciplines will be doing course level assessment this semester and Guy stated that we need **the** assessment plan to be finalized before score cards for those assessments can be distributed. Toni provided input about nursing and after discussion it was indicated that score cards wouldn't need to be sent until December 1 or thereabouts. This will allow the committee to have a bit more time to finalize the rubrics. A new deadline of October 12th was agreed upon.
- c. **Call to Action:** Cheryl talked to the committee about some activities that are happening regarding the Call to Action from the Chancellor's Office. She said that as various councils and committees start to address the Call, there is **something** that we can do on the O & A committee and that has to do with data collection and disaggregation of learning outcome data. Guy then provided a detailed explanation of the statistical methods used by the Chancellor's Office for comparing data regarding disproportionally impacted populations. There are three methods:
 - i. 80% rule
 - ii. Disproportionality Index
 - iii. % Point Gap (this has been the one typically used at Hartnell)
- d. **Academic Calendars:** Cheryl indicated that assessment calendars for the next assessment cycle would be going out sometime in October. While the assessment cycle is six semesters, the committee will recommend that courses be assessed over a five-semester period in order to stay on track with our assessment timeline.

3. **Assessment Resources:** Cheryl reviewed some different training opportunities that are coming up that focus on assessment. One of these opportunities includes the Assessment Institute that is sponsored by the University of Indiana. The institute will take place from October 24 – October 26 and will be free. Advanced registration closes on Monday, October 12.

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ADJOURNMENT: The meeting concluded at 4:37 p.m.

NEXT MEETING(S): September 28, 2020

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