



Instructional Assessment
April 17, 2014
Library 103 – 3:15 pm
Minutes

Attending Members: Brad Benjamin, Merry Bond, Gina Challed, Wendy Hall, Armando Herbelin, Natalie Richie (Recorder) **Guest:** Renee Carney

Agenda Items:

CANVAS - Renee showcased tools available through CANVAS which will aid in collecting data on course outcomes for online/hybrid classes. The first discipline who is piloting this is Pre-College English. The committee made a recommendation for Renee and Sarah to host two workshops, Beginning & Intermediate/Advanced, on the Fall Assessment Day. It would be ideal to offer the workshops after the kick off meeting to provide faculty with a resource for organizing CANVAS courses to support collection of artifacts and data. Brad will send out a request for RSVP's prior to faculty leaving for summer break.

Spring Assessment Day recap – The committee felt the spring assessment day was by far the most successful assessment days to date. A few departments remained after the kick off meeting for a Q&A session with Wendy. Using a full day format dedicated and holding a report out to conclude the day's activities were the contributing factors in making this day a success. Ideas shared during the report out were helpful for sparking ideas amongst other disciplines.

Adjunct participation – During the spring assessment day, Language and Literature found inconsistency in student outcome performance across course sections. A request was made by the Language & Literature department to offer monetary compensate to facilitate a 'norming' activity to streamline outcome performance measures. While the committee is in support of adjuncts being active in curriculum development/assessment work, the committee did not support providing monetary compensation for this work. The committee feels this precedent should not be set. If performance inconsistencies are discovered during assessment work it is the responsibility of the department and dean to make adjustments as needed. Recommendation made by the committee to include adjunct include: offering assessment training during the Fall in-service Adjunct Institute, facilitate discussions at the departments faculty inquiry group meetings.

Protocol for tracking revisions to the Curriculum & Program Review documents - A request was made to add a feature to track when the document was last revised. A recommendation was made to include a last date revised below each section to help track progress throughout the sections. Wendy and Natalie will work on adding this feature to the documents.

Summer Institute applications - Wendy made a call for applications and received 14 inquires, with 11 submitting applications. The applicants encompass a wide variety of disciplines and offer a mix of both Full-time and Adjuncts, although preferences are given to full-time faculty. Wendy will make a final call for applications, review applicant's availability, discuss with VPI, and bring recommendation to the committee for final decision.

Standing Item:

- Strategies for increasing C&P review participation – The committee made great strides in accomplishing this as the majority of programs have submitted data. One department in particular, Social Science, provided valuable pre & post data, offering a very creative approach. Kudos to Jim Franz.

Next Meeting: May 15th @ 3:15pm

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The mission of Lower Columbia College is to ensure each learner's personal and professional success, and influence lives in ways that are local, global, traditional, and innovative.