



Instructional Assessment Committee  
Via Zoom  
Minutes  
January 21, 2021

Members: ~~Tim Allwine~~, Trey Batey, Brad Benjamin, Gina Challed, Kristen Finnel, ~~Jim Franz~~, Catie Graham, Wendy Hall, ~~J Haynes Hughes~~, Armando Herbelin, Karen Joiner, ~~Joanna Mosser~~, Lucas Myers, ~~Gary Roeske~~, Barry Walther, Josie Zbaeren  
Julie Smith (recorder) Guests: Sarah Griffith, Michaela Jackson

**AGENDA ITEMS:**

**1. Portfolium update - 5 year contract**

**a. Global Skills and English(?)/Education to start**

Training period will be available. Dummy courses can be created by eLearning for testing purposes. Training will be provided by Portfolium employees, but Sarah will have eLearning staff assist with training, as requested.

**b. Speed Grader/Unicheck**

Only one plug-in can be used at a time. Unicheck and Portfolium are both individual plug-ins, so only one would be able to be used.

**c. Third party software (MyMathLab, etc.) not compatible**

Portfolium doesn't work with MyMathLab, McGraw Hill, etc.

**d. Outcome titles (vs. approved outcomes)**

Wendy will work with Sarah to integrate titles for the Global Skills. Rubrics should look similar to rubrics in Canvas. Account level; course level; and class level.

Option to have a Gallery and this will remain private. Students will be able to share their work as an e-portfolio.

BAS-TE timeline - building 400 level courses for spring. After that is finished, two years will be completed. Michaela Jackson is invited to join the Winter Assessment day.

**2. Planning for winter 2021 assessment day - (March 31/April 1)** Instruction will need to fit in a few hours for Guided Pathways work. Career exploration needs to be addressed on one of these days.

**a. Winter 2021 (March 31): C&PR sections D, E, F (environment, resources, action plans)**

These areas are able to be worked on independently. Group meetings may or may not be necessary. LCC doesn't "track" alumni in the way that universities do. Kristen suggested researching non-LC students that are graduating from universities, with degrees that LC offers and using that data instead.

Could Portfolium help with collecting data? Faculty take on other departments' degrees to figure out what jobs could be found with their degree. Add potential job opportunities to program planners.

Another thing to consider: new College Success curriculum, that will involve extensive career planning. What is the hand-off between the career planning that occurs in the first quarter, and subsequent time spent at LCC?

**b. Spring 2021 (April 1): Sharing and closing the loop**

**c. Portfolium training**

Integrate into one or both days. Possibly incorporate Portfolium work by BAS-TE faculty (Michaela) into the training.

- d. Next meeting - look at the Curriculum & Program Review instrument to see if we want to add or revise any questions from sections D-F. Also determine a specific plan for career exploration. We could have people research their own areas, or possibly look at a different discipline for “fresh eyes.”

### **3. Other business?**

**Meeting adjourned at 4:00 p.m.**

**Standing Items: Artifact Collection**

- More needed