



Instructional Assessment Committee
Via Zoom
Minutes
February 18, 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:

AGENDA ITEMS:

1. **Review [Curriculum & Program Review Instrument](#) questions, sections D/E/F**
 - a. D2-What is the purpose of this question? How should it be reworded? Shouldn't be a yes/no question. Rewording was discussed with a tentative draft identified. This question will be finalized over email.
 - b. A suggestion was made to add a link to the list of Washington CTC colleges in section D.

2. **Planning for winter/spring 2021 assessment day - (March 31/April 1)**
 - a. **Sections D/E/F - what kind of career exploration activity do we want? Work on your own and/or explore another program? What kind of guidance do we want to provide for sections E and F?**
A brief introduction to labor market data research will be provided following the day one kick-off for sections D-F..

 - b. **Portfolium training**
Brad, Wendy, and Sarah have been meeting with the portfolium team, and the vendor has committed to providing training on either March 31 or April 1 as part of their contract with LCC. The Global Skills outcomes and rubrics have been set up in Portfolium. Because Portfolium requires word labels to be applied to criterion levels, the Global Skills rubrics will appear as High (5), Medium (3), and Low (1).

3. **Other business?**

Brad called for volunteers to plan the summer assessment days.
Block scheduling?
Volunteers for the planning committee- Wendy, Brad, Kristen, Gina, Lucas, Armando, Joanna.
Share out from fall - diversity and equity.

Meeting adjourned at 4:00 p.m.

Standing Items: Artifact Collection

- More needed