



**Norco Assessment Committee  
Minutes for March 9, 2022**

9:00 am-10:30 am  
Zoom

**Meeting Participants**

**Committee Members Present**

Hayley Ashby, Greg Aycocock (co-chair), Courtney Buchanan, Tami Comstock, Eric Doucette, Ashlee Johnson (co-chair), Stephany Kyriakos, Bibiana Lopez, Timothy Russell, David Schlanger, Tim Wallstrom, and Caitlin Welch and Jesus Vela.

**Committee Members Not Present**

Evangelina Christine Abeyta (student rep.), Laura Adams, Dominique Hitchcock, Daren Koch, and Jethro Midgett.

**Recorder**

Charise Allingham

**1. Call to Order**

- 9:04 am

**2. Action Items**

**2.1 Approval of Agenda**

- MSC (Stephany Kyriakos/ Eric Doucette)

**2.1 Conclusion**

- Approved with corrections by consensus

**2.1 Corrections**

**2.1 Task of**

**2.1 Due by**

Add Timothy Russell, Dominique Hitchcock and Jesus Vela to membership on Agenda	Charise	Next meeting
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**2.2 Approval of November 10<sup>th</sup>, 2021 Minutes**

- MSC (Stephany Kyriakos / Courtney Buchanan)

**2.2 Conclusion**

- Approved by consensus

**3. Information Items**

**3.1 Assessment Updates**

Where we are at with the assessment cycle and Nuventive.

### **3.1.a Nuventive**

Nuventive platform is under construction, the new assessment section will have a similar look and feel as the Program Review section. Please do not enter assessment data in the new or old platform.

### **3.1.b 6-Year Cycle**

New Assessment Cycle started in Fall 21.

- All the assessment data from the previous cycle has been archive but is still available to view. All assessment dashboards have been re-set to the new cycle.
- All SLO/SAOs and PLOs must be assessed once per cycle, yet the more assessment the better.

Assessment Cycle section of the Spring 22 FLEX presentation was shared (Attached). Cycle sections shared:

- Define/ Redefine
- Select and Design
- Implement and Gather
- Analyze and Evaluate
- Identify Gaps
- Make Decisions

Questions:

- Do we have SAO data in Nuventive? Yes, student services have historically done assessment in Nuventive.
- Can we still map in the old Nuventive platform? Yes, but please inform the Assessment Team and use assessment drop-in hours if assistance is needed.
  - Assessment Drop-in hours are held on the second and fourth Tuesday of the month, link to register: [Assessment Drop-in hours](#)

### **3.1.c [Instruction Assessment Form](#) [Student Services Assessment Form](#)**

Please use forms to submit assessment data.

- Please remind disciplines and other faculty to use the form to submit assessment and not use the former platform of Nuventive.
- The assessment form aligns with the new structure of Nuventive.
- Suggestion to make the instruction and student services assessment forms more accessible on the website, possibly on the A-Z page or a quick link on the assessment committee page.

## **3.2 Draft AOE PLO Assessment Reports**

This is a new process for assessing Area of Emphasis programs, Nuventive no longer has the ability to facilitate assessment with Data Tools.

- AOE Assessment draft reports shared for AOE's: Business Administration and Information Systems and Fine and Applied Arts. Discussions needed to complete the assessment.
- Data was gathered by mapping Course SLOs to AOE PLOs.
- General rule for mapping: at least one course SLO must map to at least one PLO. SLO assessment must be also be completed for this method to be comprehensive.

- This process uses SLO benchmark attainment average to assess the PLOs. (Benchmark of Benchmarks usually set at 70%)
- Institutional Effectiveness facilitates the AOE program assessments because currently no one discipline owns the AOE's.
- Suggestion to add courses included in the assessment and add total courses that are part of the program to the AOE reports.
- Benefit of including the courses in the report would show some disciplines that they do belong to a program.

### **3.2.a AOE Business Administration and Information Systems**

- Draft report was shared; discussion will be held at the April 6<sup>th</sup> NAC meeting.

### **3.2.b AOE Fine and Applied Arts**

- Draft report was shared; discussion will be at the May 11<sup>th</sup> NAC Meeting.

## **3.3 LFM Update**

LFM team deliverables currently working on:

- Develop a process and training to do assessment in Canvas:
  - Pilot Study in Fall 2022 will need 6 faculty members, asking NAC members to volunteer if interested.

LFM will present a formal update and presentation in April to the committee.

### **3.3.a Formal Canvas Outcomes training from Instructor**

District is funding and supporting a Canvas outcomes training. All NAC members are invite to participate.

## **3.4 Academic Senate Update**

Effective April 1<sup>st</sup> all Academic Senate and Standing Committee meetings must be face-to-face.

- April 6<sup>th</sup> NAC meeting will be held on campus in OC 116.
- Directive from [AB 361](#) –All meeting governed by the Brown Act can only conduct meetings via teleconference as long as social distancing is being recommended by the health department.

No more e-votes (per Brown Act)

## **4. Good of the Order**

## **5. Future Agenda Topics**

- Sub-group Updates

## **6. Adjournment**

- 10:26 am

## **Next Meeting**

Date: April 6, 2022

Time: 9:00-10:30 am

OC 116

Beginning in 2021, the Area of Emphasis (AOE) degrees assess Program Learning Outcomes (PLOs) through the mapping of course Student Learning Outcomes (SLOs) to PLOs. This is done through Nuventive Improve using the following process (include visuals):

1. The Institutional Effectiveness office assigns courses to the AOE program using the required and elective courses identified in the College Catalog.
2. Assigned discipline faculty use the matrix in Nuventive to map Course Student Learning Outcomes (SLO) to AOE Program Learning Outcomes (PLO).

AOE - BUS: Business Administration & Infor...		BUS-20 - Business Math* * is owned by another Unit(Discipline - BUS)			
PLOs	SLO 1 Demonstrate speed and accuracy in analyzing common business problems using applied***	SLO 2 Explain, analyze, and apply quantitative methods to solve problems within business relat...	SLO 3 Demonstrate an understanding of mathematical skills required in other business ***	SLO 4 Compare and discriminate between mathematical processes in order to select the appropriate***	
PLO 1 Categorize basic administrative terms, theories and principles.					
PLO 2 Demonstrate basic understanding of economic systems; i.e., the manner in which goods are produced and distributed in a society and the mea ...					
PLO 3 Understand and apply fundamental management principles, such as profit/loss, balancing accounts, conflict resolution, effective customer ...	✓		✓		
PLO 4 Perform functions such as preparation of memoranda, utilization of spreadsheets, adherence to schedules and responding effectively to change: ...					

3. Reports of mapped SLO benchmark attainment are pulled from Nuventive.

Course ID	Course Name	SLO Name	SLO	Benchmark Met	SLO Status
ACC-1A	Principles of Accounting I	SLO 1	Demonstrate knowledge of the accounting cycle and financial statements through	Yes	Active
		SLO 2	Analyze and utilize knowledge for financial		Active
		SLO 3	Recognize the role and importance of ethics		Active
ACC-1B	Principles of Accounting	SLO 1	Solve problems, analyze, explain, and apply	No	Active
				Yes	Active
		SLO 2	Recognize the role of ethics in managerial		Active
				Yes	Active
		SLO 3	Identify, use, and appropriately apply	N/A	Active
		No	Active		
		Yes	Active		

Mastery of PLOs is assessed by taking the average of mapped SLOs that have met benchmarks. This average, is then compared to the benchmark set for PLOs (also known as the benchmark of benchmarks). The default benchmark of benchmarks is set at 70%, however, this can be changed if deemed necessary by the various disciplines involved in the AOE or by the Norco Assessment Committee.

In Fall 2021, all PLOs for the Administration and Information Systems AOE degree were assessed using the method described above. SLO assessment from Fall 2014 to Spring 2021 was used for the assessment of all PLOs.

The following were the assessment outcomes for PLOs 1-6:

	# of Courses Mapped	# of Courses with Assessment	# of SLO Assessments	% SLO Assessments meeting Benchmarks	Benchmark of Benchmarks
<b>PLO 1-Categorize basic administrative terms, theories and principles.</b>	3	1	2	50%	70%
<b>PLO 2 - Demonstrate basic understanding of economic systems; i.e., the manner in which goods are produced and distributed in a society and the means by which economic growth is achieved and sustained.</b>	8	3	14	100%	70%
<b>PLO 3 - Understand and apply fundamental management principles, such as profit/loss, balancing accounts, conflict resolution, effective customer relations and time management.</b>	5	0	0	n/a	70%
<b>PLO 4 - Perform functions such as preparation of memoranda, utilization of spreadsheets, adherence to schedules and responding effectively to changes in the work environment.</b>	5	0	0	n/a	70%
<b>PLO 5 - Implement the fundamental concepts from courses in business, public administration, economics and/or information systems</b>	13	5	18	83%	70%
<b>PLO 6 - Locate, process, and utilize information effectively.</b>	9	1	3	67%	70%

PLOs 2 & 5 met their benchmark of benchmarks for this assessment with 100% and 80% of SLO assessment meeting benchmarks, respectively. PLOs 1 and 6 did not meet benchmarks. Both of these PLOs only had one course's SLO assessments to assess the PLO. This is not recommended since student performance in SLOs of one class is not indicative of program mastery unless it is a capstone course. Finally, PLOs 3 and 4 were not able to be assessed since none of the mapped courses had any assessment. One of the reasons for this was that many courses in **Accounting and Business** had recently changed all course SLOs through the curriculum revision process and these disciplines had not been able to assess the new SLOs.

These outcomes were discussed at the Norco Assessment Committee on

Beginning in 2021, the Area of Emphasis (AOE) degrees will assess Program Learning Outcomes (PLOs) through the mapping of course Student Learning Outcomes (SLOs) to PLOs. This is done through Nuventive Improve through the following process (include visuals):

1. The Institutional Effectiveness office assigns courses to the AOE program using the required and elective courses identified in the College Catalog.
2. Assigned discipline faculty use the matrix in Nuventive to map Course Student Learning Outcomes (SLO) to AOE Program Learning Outcomes (PLO).

AOE - ART: Fine & Applied Arts		AHS-01 - History of Western Art: Prehistoric, Ancient, and Med...		* is owned by another Unit(Discipline - AHS)	
PLOs	SLO 1 Identify, describe and discuss art in its historical context.	SLO 2 Critique, compare and contrast various artists, artworks and styles.	SLO 3 Describe, analyze and discuss the styles of various cultures, historical periods, medi***	SLO 4 Articulate their ideas concerning art through the use of appropriate art terminology in	
PLO 1 Demonstrate basic knowledge and skills (technique) in one discipline of the fine and applied arts. These include fundamentals of the field in ter ...	✓	✓	✓	✓	✓
PLO 2 Develop a personal vision and/or purpose--sometimes called "artistic voice"--that is evident in terms of work produced and manifested in a ...			✓		✓
PLO 3 Generate and apply original ideas and methods to discover, create and communicate specific artistic content.	✓	✓	✓		✓
PLO 4 Demonstrate conceptual acuity, clarity, imagination, and technical ability to combine, integrate, and synthesize elements into works in ...					

3. Reports of mapped SLO benchmark attainment are pulled from Nuventive.

Course ID	Course Name	SLO Name	SLO	Benchmark Met	SLO Status
AHS-01	History of Western Art: Prehistoric, Ancient, and	SLO 1	Identify, describe and discuss art in its historical context.		Active
				Yes	Active
		SLO 2	Critique, compare and contrast various artists, artworks and styles.		Active
				Yes	Active
		SLO 3	Describe, analyze and discuss the styles of various cultures, historical periods, media, techniques, artworks, and artists and formulate these observations and evaluations into written form.		Active
				Yes	Active
		SLO 4	Articulate their ideas concerning art through the use of appropriate art terminologev in both written form and class		Active
				Yes	Active

Mastery of PLOs is assessed by taking the average of mapped SLOs that have met benchmarks. This average, is then compared to the benchmark set for PLOs (also known as the benchmark of benchmarks). The default benchmark of benchmarks is set at 70%, however, this can be changed if deemed necessary by the various disciplines involved in the AOE or by the Norco Assessment Committee.

In Fall 2021, all PLOs for the Fine and Applied Arts AOE degree were assessed using the method described above. SLO assessment from Fall 2014 to Spring 2021 was used for the assessment of all PLOs.

The following were the assessment outcomes for PLOs 1-4:

	# of Courses Mapped	# of Courses with Assessment	# of SLO Assessments	% SLO Assessments meeting Benchmarks	Benchmark of Benchmarks
<b>PLO 1 - Demonstrate basic knowledge and skills (technique) in one discipline of the fine and applied arts. These include fundamentals of the field in terms of practice, history, analysis and their applications and technical ability in one discipline to create, sustain and evolve a personal vision and/or purpose.</b>	20	14	55	95%	70%
<b>PLO 2 - Develop a personal vision and/or purpose-- sometimes called "artistic voice"--that is evident in terms of work produced and manifested in a portfolio, performance, exhibition, or other presentation.</b>	20	12	23	100%	70%
<b>PLO 3 - Generate and apply original ideas and methods to discover, create and communicate specific artistic content.</b>	19	12	53	92%	70%
<b>PLO 4 - Demonstrate conceptual acuity, clarity, imagination, and technical ability to combine, integrate, and synthesize elements into works in ways that enhance their communicative powers.</b>	14	8	17	100%	70%

Clearly with a range of 92%-100% of SLO assessments meeting benchmarks and a PLO benchmark of benchmark at 70%, students seem to be achieving the program outcomes for the Fine and Applied Arts AOE.

These outcomes were discussed at the Norco Assessment Committee on

#### AOE-FAA included Courses

- AHS-01
- AHS-02
- AHS-06H
- AHS-07
- AHS-10
- ART-39
- COM-11
- MUS-03
- MUS-38
- MUS-65
- MUS-93
- PHO-20
- THE-03
- THE-32
- THE-33
- THE-39

#### AOE-AIS included Courses

- ECO-4
- ECO-7
- ECO-8
- BUS-20
- MAG-44



# What's New in the World of NC Assessment?

**Spring FLEX 2022**

**Presented by**

**Ashlee Johnson**

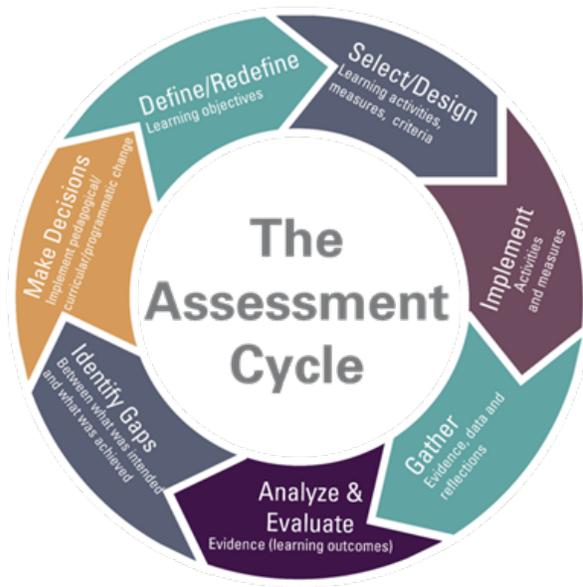
**Dr. Greg Aycock**

**Charise Allingham**

# New Cycle Fall 2021-Spring 2027

- ▶ As of Fall 2021 Norco College is in a New Cycle of Assessment.
- ▶ Assessment data from the previous cycle will be archived.
- ▶ All outcome assessments will be reset to incomplete status.
- ▶ Each SLO/SAO/PLO should be assessed at least once during the cycle.
- ▶ Start early, plan accordingly!

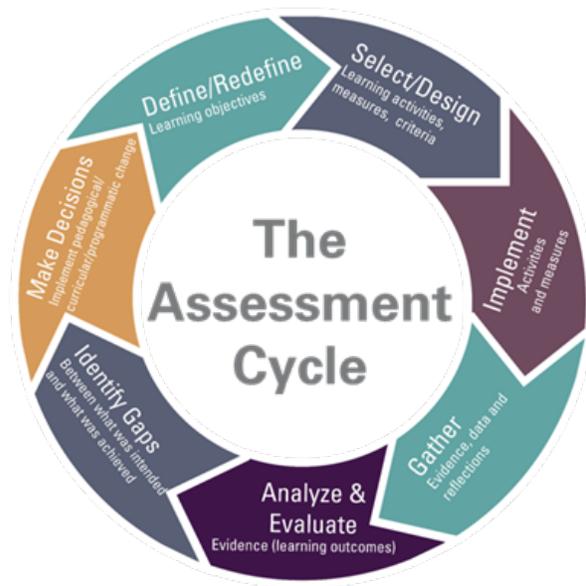
# Assessment Cycle



## ▶ Define/Redefine

- ▶ Evaluate outcomes and update, as needed.
- ▶ 3 R's:
  - ▶ Rigor (challenging)
  - ▶ Relevance (alignment with student needs)
  - ▶ Relationships (connection to people, alignment with community needs)
- ▶ Map SLOs/SAOs to PLOs/ GELOs and Institutional Goals

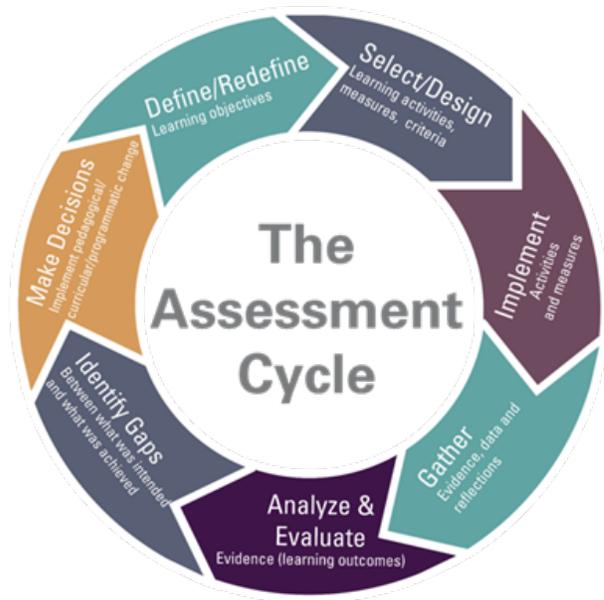
# Assessment Cycle



## ▶ Select And Design

- ▶ Select and design learning/service area activities.
  - ▶ Lectures, Presentations, Projects, Assignments, Workshops, etc.
- ▶ Select and design measures/assessment methods.
  - ▶ Exam questions, student demonstrations, student presentations, student performances, surveys, etc.
- ▶ Select and design criteria.
  - ▶ Grading scales, rubrics, benchmarks, etc.
- ▶ Plan/ schedule which outcomes/semester

# Assessment Cycle



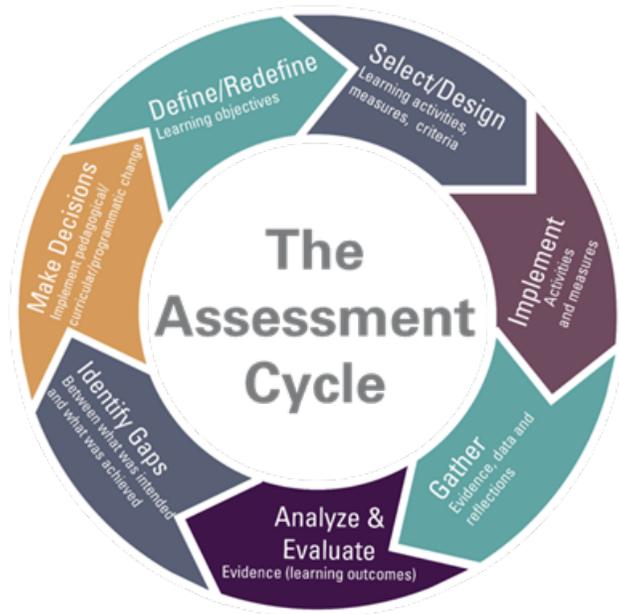
## ▶ Implement and Gather

- ▶ Complete learning/ service area activities.
- ▶ Collect Data (administer assessment methods).
- ▶ Organize Data (compile results).

## ▶ Analyze and Evaluate

- ▶ Grade/Analyze assessment results
- ▶ Determine if benchmark/criteria was met.

# Assessment Cycle



## ► Identify Gaps

- Determine which areas are not meeting benchmarks and why.

## ► Make Decisions

- Determine what changes are needed to support improvement.
- Monitor effectiveness of changes.