



**Norco Assessment Committee
Minutes for May 12, 2021**

9:00am-10:30am
Zoom

Meeting Participants

Committee Members Present

Greg Aycock (co-chair), Courtney Buchanan, Tami Comstock, Eric Doucette, Alexis Gray, Ashlee Johnson (co-chair), Daren Koch, Stephany Kyriakos, Bibiana Lopez, Jethro Midgett, David Schlanger, Tim Wallstrom, and Caitlin Welch.

Committee Members Not Present

Mckenna Ashcraft (student rep.), and Samuel Lee.

Guests

Recorder

Charise Allingham

1. Call to Order

- 9:03am

2. Action Items

2.1 Approval of Agenda

- MSC (Stephany Kyriakos / Alexis Gray)

2.1 Conclusion

- Approved

2.2 Approval of 4-7-2021 Minutes

- MSC (Stephany Kyriakos /Courtney Buchanan)

2.2 Conclusion

- Approved

2.2 Corrections

2.2 Task of

2.2 Due by

Typo change 'tolls' to 'tools';	Charise	Now
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3. Discussion Item

3.1 Norming Session- Program Review Assessment Review

The committee participated in a Data Review and Assessment Review scoring exercise. Including scoring random units using the Instructional Assessments Review Rubric, Administrative Review Rubric, and Student Services Review Rubric.

- The Assessment Committee will be reviewing the Data Review and Assessment Review sections of Program Review.
- An overview on how to navigate Nuventive to find the Assessment Review Rubric section of the assigned units was provided. The Assessment Review Rubric section includes a report in the righthand window that contains the data review and assessment review responses of the units Program Review.
- If you have any issues and/or questions regarding the Nuventive platform, please email Charise ASAP to assist in resolving the problem as soon as possible.
- Suggestion to add an area to provide comments in the Assessment Review Rubric section for scoring.
- Assessment review scoring will be due at the end of the month.

3.1 Follow-up Items

3.1 Task of

3.1 Due by

Send out Assessment Reviewer Assignments	Charise	5-13-2021
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3.2 Meeting Modality

The Academic Senate has requested committees provide the meeting modalities they will be using in the Fall 2021 semester. Please think about how you would like to attend this committees meeting in the Fall. Do you have a preference for face-to-face, on-line conducted on Zoom or another suggestion? Consider that available meeting rooms on campus do not allow for social distancing. An email will be sent to gather the members preferred meeting modality.

3.2 Follow-up Items

3.2 Task of

3.2 Due by

Send out meeting modality email	Charise	5-14-2021
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4. Good of the Order

5. Future Agenda Topics

- 6-Year Cycle Master Planning.

6. Adjournment

- 10:29am

Next Meeting

Date: September 8th, 2021

Time: 9:00am- 10:30am

Location: TBD/ Zoom

Student Services Assessment Rubric Draft

Assessment Review	4	3	2	1	0
Is there evidence of reflection on unit needs as a response to SAO/SLO assessment?	There is clear evidence of reflection on SAO/SLO assessment as a response to unit and student needs	There is adequate evidence of reflection on SAO/SLO assessment as a response to unit and student needs	There is minimal evidence of reflection on SAO/SLO assessment as a response to unit and student needs	There is inadequate evidence of reflection on SAO/SLO assessment as a response to unit and student needs	No reflection is provided.
Data Review	4	3	2	1	0
Is there evidence that achievement data have been reviewed including equity gaps, and a data-based action plan has been created	There is clear evidence that outcomes data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is clearly aligned with data analysis	There is adequate evidence that outcomes data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is adequately aligned with data analysis	There is minimal evidence that outcomes data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is minimally aligned with data analysis	There is inadequate evidence that outcomes data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is inadequately aligned with data analysis	No data analysis is provided.

Assessment Rubric Draft

Assessment Review	4	3	2	1	0
What percent of SLO Assessment has been complete? (Section 1)	100%-90%	89.9%-80%	79.9%-70%	69.9%-60%	59.9%-0%
What percent of SLO to PLO Mapping has been complete? (Section 2)	100%-90%				89.9%-0%
Is there strong evidence to support the PLO analysis? (Section 3)	Evidence is clearly used to support analysis.	Evidence is somewhat used to support analysis.	Evidence is used but may not support analysis.	Evidence does not support analysis.	No Evidence is used.
Is there evidence of reflection on program alignment to Career and Transfer ? (Section 4)	There is clear evidence of reflection on PLO alignment to Career and Transfer	There is adequate evidence of reflection on PLO alignment to Career and Transfer	There is minimal evidence of reflection on PLO alignment to Career and Transfer	Evidence provided does not show reflection on PLO alignment to Career and Transfer	No reflection is provided.
Data Review	4	3	2	1	0
Is there evidence that achievement data have been reviewed including equity gaps, and a data-based action plan has been created	There is clear evidence that achievement data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is clearly aligned with data analysis	There is adequate evidence that achievement data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is adequately aligned with data analysis	There is minimal evidence that achievement data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is minimally aligned with data analysis	There is inadequate evidence that achievement data have been thoroughly reviewed including a trend of at least a three years or outcomes are compared to the college overall. Action plan is inadequately aligned with data analysis	No data analysis is provided.

Administrative Assessment Rubric

Assessment Review	4	3	2	1	0
Is there evidence of reflection on unit needs as a response to SAO/SLO assessment?	There is clear evidence of reflection on SAO/SLO assessment as a response to unit needs	There is adequate evidence of reflection on SAO/SLO assessment as a response to unit needs	There is minimal evidence of reflection on SAO/SLO assessment as a response to unit needs	There is inadequate evidence of reflection on SAO/SLO assessment as a response to unit needs	No reflection is provided.