



**Assessment Committee
Minutes for February 21, 2024**

9:00- 10:30 am
CSS 217

Meeting Participants

Committee Members Present

Hayley Ashby, Greg Aycock (co-chair), Caitlin Busso, Tami Comstock, Eric Doucette, Stephany Kyriakos, Zayed Hannan (ASNC rep.), Jethro Midgett, Timothy Russell, David Schlanger, Tim Wallstrom, and Aldo Yañez Ruiz.

Committee Members Not Present

Ashlee Johnson (co-chair), Daren Koch, Lisa Martin, Stephen Park, and Jesus "Gil" Vela,

Recorder

Charise Allingham

1. Call to Order

- 9:05 am

1.1 Welcome

Welcome to Spring; this semester, the meetings will be in CSS-217. Next Year, we will return to OC 116.

2. Action Items

2.1 Approval of Agenda

- MSC (Eric Doucette/ Stephany Kyriakos)

2.1 Conclusion

- Approved by consensus.

2.2 Approval of November 8, 2023, Minutes

- MSC (Tim Russell/ Stephany Kyriakos)

2.2 Conclusion

- Approved by consensus.

3. Discussion Item

3.1 Program Review Assessment Training

- The Assessment Section of Program Review Guidelines was shared with the committee. (Attached). Thank you to Eric for allowing the use of the BUS discipline for training purposes.
- Dr. Aycock provided training to the committee on how to read the Canvas Dashboards in Nuventive.

- Note: Not all outcome data is currently pulling into Nuventive. Any quiz data that is from a quiz bank with more than one question linked to an outcome is currently excluded. Canvas Data was just updated from CV1 to CV2, and a discrepancy was identified. Nuventive is working with Canvas to fix the issues as soon as possible. The committee will be informed as soon as the discrepancy is fixed.

Questions/ Comments:

- Recommended to make one to three observations.
- Outcomes Mastery and Average Scores-tab
 - In the past, the default Outcomes Mastery benchmark was set at 70% but could be set at whatever level as determined by the discipline or individual faculty.
 - For reference, the discipline average is the average of all outcome assessments for the discipline; it can be found on the 'Outcomes Mastery and Average Scores' tab in the Canvas reports on the bottom graph.
 - In a quiz, if the student doesn't take the quiz, is it counted as a '0'? No, blanks are excluded. If a student doesn't complete an assignment, faculty can leave the rubric blank, and the data will be excluded. Any instructor-scored 0s for uncompleted assignments will be included as a 0-novice in the data.
 - Can we filter by modality? No, Nuventive dashboards do not break down by modality.
 - Quick note: hovering over points or bars in the dashboards will bring up more information.
- Outcomes Mastery by Demographics-tab
 - If only one observation is done, it is recommended to use the 'Outcomes Mastery by Demographics' tab to make the observation. As a faculty member, it is ok to identify gaps visually in the reports; you don't need to do an actual calculation.
 - Note: you can use filters to highlight the terms, gender, age group, and race/ethnicity.
 - Request to include student or assessment counts in the dashboards. Currently, no counts are displayed.
 - Is non-binary included in the gender area? Yes, if it has been selected by at least one student with outcome data, it will be included in the dashboard.
 - What is the goal of phase one in this program review cycle? We encourage people to examine the data and make observations.
 - What does two or more mean in the Race/Ethnicity area? Students who choose Hispanic and any other category are identified as Hispanic. If a person chooses any two or more categories other than Hispanic, they will be classified as 'two or more.' This is in alignment with state reporting.
- Outcomes by Mastery by Declared Major- tab
 - This report includes the major of the students who took a class in the discipline and were assessed. This report can include majors from all three colleges but will only include outcomes data from students who took a Norco College course in the discipline and were assessed in that course.

- Can be filtered by specific majors, disciplines, and demographics.
- Is there a set percentage of mastery that should be used? There is no set standard for mastery level. We would need to set that in this committee. Right now, the percentage of mastery is set by the faculty member.
- Is this ok for accreditation? Yes, accreditation is not prescriptive; we need to do assessment and use our set standards to do so. Norco does not have a set standard for mastery level.
- Outcome Mastery by Declared Major and Outcome -Tab
 - This report shows all majors and outcomes that have been assessed in that discipline.
 - Can be filtered by SLO and by Major

Other resources available to make an observation include:

- Nuventive Report
 - A report with all SLO data that was submitted into Nuventive or to the SLO form before we transitioned to Canvas outcomes in the current cycle is included. Only disciplines with data from Fall 21 and after will have a report.
 - Suggest looking at whether Benchmark was met to make an observation.
- Disciple Define Canvas Outcomes Dashboard
 - This dashboard includes all outcomes linked to assignments and quizzes that were input by faculty before we started Importing the College-defined outcomes. Only early Canvas adaptors will have data in this dashboard.

3.2 Assessment Training Schedule

- An email will be sent out to the college community identifying committee members as support for the Assessment area of the Program Review for their school/discipline.
- Suggestion to provide a training video.

4. Information Items

4.1 Area Updates- Tabled

- Accreditation-
- Schools
- Counseling
- IE/Administrative
- Library
- LRC
- Student Services

5. Good of the Order

- If you need any assistance, please feel free to contact the assessment team for support.

6. Future Agenda Topics

- 2022-23 Assessment Report
- Assessment V2 (PLO)

- Assessment Schedules
- GELO/ILO Update (District)

7. Adjournment

- 10:29 am

Next Meeting

Date: March 20, 2024