

Collegewide Assessment Team Meeting

February 23, 2015

3 pm – 5 pm

Minutes

In attendance: Corfman, Lewis; Grubb, Deborah; Jones, Cassandra; Koch, Christopher; Lawver, Angie; Lewandowski (Reynolds), Kathy J.; Moore, Carol; Morris, Debbie; Smith, Darren; Sniezek, James; Tangirala, Padmavathi; Webb, Alla

Organizational Changes

Cassandra Jones announced that assessment now reports to Academic Affairs.

General Education

- The CAT reviewed the CYCLE B summary report and suggested placing it online so that all faculty could see the results. Cassandra Jones shared with the group that they reviewed 59 course reflections last fall from CYCLE B.
- The number of courses, students and sections that were assessed in fall 2014 (CYCLE C) were announced:
 - Number of courses assessed: 42
 - Number of students assessed: 6,372
 - Number of course sections assessed: 455
- CYCLE C – Spring Courses

Program Assessment Deadline Changes

Cassandra Jones discussed the concern with the current deadline of January 31st for program assessment reports. After some discussion, members of the CAT thought that it would be best to move the deadline to September 30th.

Assessment Management Software

The Assessment Office in conjunction with IT will be reviewing new AMS products. It was suggested that members of the CAT attend demonstrations to provide the faculty perspective.

Meeting Schedule – The group agreed to hold the follow dates for meetings this semester and to cancel the other planned dates:

- March 23
- April 27

Review of Assessment Plans – Members of the CAT broke into groups of two to review the program assessment plans from the programs listed below. For each program, they thought that the plan was doable and could yield valuable information. The most common concern was that many of the benchmarks were set fairly low.

- AFA Graphic Design
 - Automotive Technology
 - Applied Geography
 - Business Administration
 - Criminal Justice
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March 23, 2015

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Minutes

In attendance: Jones, Cassandra; Lawver, Angie; Lewandowski (Reynolds), Kathy J.; Smith, Darren; Sniezek, James; Tangirala, Padmavathi; Webb, Alla

Announcement and Questions

Cassandra Jones distributed the CYCLE C assessment schedule for this semester and encouraged faculty to share as necessary. Alla Webb asked about next steps in the program assessment schedule. Cassandra Jones stated that she would give her the form to complete.

General Education Data and Interpretation Guidelines

Cassandra Jones distributed sample results from a General Education Assessment Course. The faculty examined the results, developed questions to guide faculty with reviewing the data, suggested ideas for what type of information would be helpful for making sense of results. The faculty had the following suggestions:

1. Provide an overview of the assessment process. Including a screen shot of how data were entered.
 2. Give instructions on how to read and interpret the handouts/results
 3. Provide guiding questions. Topics for the questions include: a) changes in assessment instrument and b) focus on student learning performance and c) suggestions for developing next steps.
 4. Give examples for how grade distribution could help
 5. Provide distribution by student major
 6. Provide information on student English and reading levels (ACCUPLACER results)
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Communication with faculty community about assessment

Cassandra discussed the idea of having a general session on assessment at Montgomery College. The faculty suggested that in addition to the overall session, there be a session entitled "Assessment Lab" where faculty could come and Cassandra would help with their assessment reports. It was also suggested that a session on assessment be conducted during chair training.

Collegewide Assessment Team

September 11, 2017

3 – 5 pm

Agenda

In attendance: Debbie Grubb, Cassandra Jones, Kathy Lewandowski, Christopher Koch, Laurent Ndeze, Rachel Ndoyne, Jill Krondstat, Darren Smith, Jim Sniezek, Alla Webb

Item
Updates <ul style="list-style-type: none">• Cassandra Jones discussed the integrated planning efforts going on with Academic Affairs and Collegewide.• Committee members gave updates on their areas:<ul style="list-style-type: none">○ Chris announced that TV/Radio will be sending in their assessment plan and they are planning to collect data○ Alla stated that her area is planning to do program assessment this year but needs to know how to collect the data.○ Darren mentioned that Math is slated to do program assessment this year
Review of Assessment Activity <ul style="list-style-type: none">• General Education Assessment – The group discussed the types of data reports that are received for General Education assessment. There was a consensus that future reports should contain gender and ethnicity data. There was also a discussion about viewing results by the type of course (e.g. OER or Z-course). Unfortunately, not all courses with these designations are identified in the College's database, making it difficult to obtain this information.
Tk20 Updates/Other updates <ul style="list-style-type: none">• Cassandra announced that TK20 will be used for General Education Assessment Reflections, DFW collections.• The group viewed the information in the Dropbox for General Education Results. For future reflections, they suggest incorporating into the Reflection Sheet the suggested action statements.
Assessment Plan Reviews <ul style="list-style-type: none">• ASL – Solid plan– should proceed• Paralegal – Plan needs revision• General Studies – Plan can proceed, but would be stronger with different assessment plans for the different degrees within General Studies• Photography – Solid plan – should proceed <p>Based on discussion, programs should provide explanation for benchmarks given in plan</p>

Action Items from Meeting

1. Develop reflection that includes action suggestions
2. Develop future General Education Assessment Reports with gender/ethnicity data
3. Meet with Alla Webb to discuss data entry options for program assessment plan.
4. Change program planning assessment plan to include column for explaining reason for benchmark
