Present:
Dr. Jim Fay, Interim Vice President of Instruction, A/IE Committee Co-Chair
John Zamora, Computer Science Professor, Academic Senate President, A/IE Committee Co-Chair
Mark Anglin, Dean of Agriculture and Environmental Sciences
Dr. Debi Bolter, Anthropology Professor, YFA Appointee
Michael Guerra, Vice President of College Administrative Services
Dr. Antoinette Herrera, Health Services Director, Student Services Administrator
Pedro Mendez, Dean of Technical Education and Workforce Training, Assessment Work Group
Letitia Miller, Curriculum Specialist, California Schools Employee Association Appointee
Brian Sanders, Dean of Science, Mathematics, and Engineering
Nora Seronello, Research Analyst, California Schools Employee Association Appointee
Brenda Thames, Vice President of Student Services
James Varble, Associated Students of Modesto Junior College Appointee
Heather Townsend, Administrative Secretary, Recorder

Absent: Curtis Martin, History Professor, Faculty Program Review Liaison

Guests: John Williams, Interim Dean of Business, Behavioral & Social Science

1. Check In.

2. Approval of Minutes: The minutes were tabled for discussion at the next AIE meeting.

3. Assessment Work Group Update: Dr. Fay recently attended a desktop webinar put on by ACCJC. The Special Event: DE on the Front Burner, New Regulations, New Challenges and Accreditation was hosted by Barbara Beno and Patricia James. Dr. Fay stated that the webinar was two hours in length and very troubling. Dr. Fay said that the webinar was essentially laying down rules controlled by the Federal Government which will ratchet up regulations. Dr. Fay went over a few highlights from the webinar, which are as follows:

   • Federal Auditors Looking at Online and Proportion of Students
   • Not Meeting Regulations = Revoke of Federal Aid
   • Authentication
   • Student Drop Rates
   • Full-Time Employee Monitor
   • Student Service Parallels

   Michael Guerra stated that the Federal Government is looking for money, and education is on the watch list. Dr. Fay said that with these regulations, a lot of colleges will simply
stop offering online out of the state. For more information, the webinar can be viewed at:

http://onefortraining.org/accjcwebinar

4. Assessment Work Group Update: Pedro Mendez stated that the Assessment Work Group is moving forward with the 2012-2013 plans. The group is currently reviewing and defining the scope of work expected. Pedro said that by defining the scope, the group can focus on honing down the vacant Assessment Coordinator position. A major discussion is taking place on this matter.

Accreditation/Institutional Effectiveness members discussed a document distributed by Pedro titled, “Assessment Work Group/Assessment Coordinator.” The document outlines the Assessment Work Group charge, Assessment Coordinator job description, 2012/13 plan, and ACCJC Recommendations. AIE members discussed the Recommendations related to the Assessment Work Group. One of the Recommendations given by ACCJC is that faculty members need to differentiate between course learning outcomes and course objectives. James Varble suggested using 3X5 laminated cards which display the objective versus outcomes information. Pedro suggested we place the information for faculty in one centralized location. Mark Anglin commented that there is not a defined system in place for the storage of SLOs. Letitia said that it is something that would be up to the Curriculum Committee for determination. Letitia Miller said that she would assist in creating an image to show the relationship of student learning outcomes versus objectives.

Brian Sanders demonstrated how the data process and relationships flow in CurricUNET for the purpose of resource allocation. Brian said that SLOs were fuzzy in CNET before, but is now very clear. Brian said that Administrative and Student Services outcomes are currently not captured in CurricUNET, but we can ask CNET to create a database for these. Brian said that a proposal would need to be made for this item. John Zamora noted that the Assessment Work Group needs to weigh-in on this subject before a proposal is drafted.

The conversation of assessing General Education Level Outcomes was discussed. The group pondered the assessment of GELOs (General Education Level Outcomes). Letitia Miller stated that the GELOs are housed in the current Catalog. Pedro asked in terms of scope for the Assessment Work Group Committee, “What committee should deal with this issue?” Nora Seronello said that this discussion makes her think back to our vision and goals. Letitia said it should not just be a faculty body that weighs-in on institutional level outcomes. James Varble suggested that the Assessment Work Group work on this
item. Mark Anglin suggested a subgroup of AIE. Letitia stated that she has seen a rubric from ACCJC that explains the institutional outcomes. Mark suggested we look at the recent Self-Study for clarification. John suggested that AIE members look for this information in the Self-Study for discussion at the next scheduled AIE meeting.

The AIE members discussed the Assessment Coordinator position. Pedro noted that the Assessment Work Group members discussed this position, and its scope at 40% reassigned time. Pedro distributed the simplified job description to AIE members. Debi Bolter asked, “Is the committee functioning well?” Pedro answered, “The biggest challenge is scope right now.” Nora asked, “Are you overwhelmed with too much assessment responsibility?” Pedro stated that it just depends on the scope of work. The group is working on focusing the scope down, which will make the group more effective.

5. **Program Review:** Brian Sanders distributed draft #2 of the Program Review Flowchart-for Review and Reaffirmation May, 2012. Brian stated that the Program Review Workgroup has recently discussed this document. From their discussion, a second draft was developed. Brian said that the timeline is almost like the original version created in 2009. Brian stated that when it comes to resource requests, they are toggled out for a year to see how it works. Brian plans to run a demo of this process at the May 15th Assessment Workshop. Letitia suggested a matrix be created for review. Brian will work to make final edits for discussion at the next meeting.

6. **May 15 Workshop Agenda:** AIE members discussed the Institutional Effectiveness Assessment Workshop Agenda. It was suggested that the agenda be prioritized differently. Members agreed to switch reports with Strategic Plan exercises. John Zamora will make the edits, and send to Heather Townsend for distribution to participants at the workshop.

7. **Other:** None.

8. **Check Out.**

   Next regular meeting: May 24, 2012, 1 – 3 p.m., MM Conf. Rm. A.