



**ASSESSMENT WORK GROUP
APPROVED MINUTES
FEBRUARY 3, 2012**

Members Present: Adrienne Peek, Ken Hart, Gerald Wray, Charles Mullins, Jason Wohlstadter, Jennifer Hamilton, Steve Aristotelous, Pedro Mendez, Antoinette Herrera, Lorena Dorn, Teryl Ward, James Todd

Members Absent: David Baggett, Chad Redwing, John Sola, Kamran Payvar, Jason Wohlstadter, Bonnie Hunt, Beth Bailey

Guests Present:

I. Review of Minutes:

The Assessment Work Group members reviewed the January 20, 2012 minutes. The minutes were approved without any objection.

II. Accreditation Update:

A. Peek gave an Accreditation update. A letter from the Accrediting Commission for Community and Junior Colleges was distributed to group members. The following is an excerpt from the February 1, 2012 Accrediting Commission Action Letter.

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting January 10-12, 2012, reviewed the institutional Self Study Report, and the report of the evaluation team which visited Modesto Junior College Monday, October 24-Thursday, October 27, 2011. The Commission also heard the testimony of President Larry Calderon. The Commission acted to impose Probation on Modesto Junior College and to require that the College submit a Follow-Up Report by October 15, 2012. The report will be followed by a visit of Commission representatives. The Commission also acted to require Modesto Junior College to submit a Special Report by March 15, 2012.

Probation is imposed when the Commission finds that an institution deviates significantly from the Commission's Eligibility Requirements, Accreditation Standards, or policies, or fails to respond to actions and conditions imposed by the Commission. The accredited status of the institution continues during the probation period. However, the institution's accreditation will not be reaffirmed until the conditions which warranted the sanction are resolved. Probation is being imposed at this time for deficiencies addressed by College Recommendations 1, 3, 4, 5, and 8.

The entire letter can be read at the following link:

<http://mjc.edu/general/president/accreditation/index.html>

The Assessment Work Group discussed the recommendations given by the Commission. The group will be focusing on Recommendation 2. The recommendation reads as follows:

Modesto Junior College Recommendation 2

The team recommends the college attain the level of proficiency according to the ACCJC Rubric for Student Learning Outcomes by 2012. The college must ensure that faculty members differentiate between course learning outcomes and course objectives. It must also establish clear standards for assessing course learning outcomes that will inform course-level curricular and pedagogical improvement. In addition, the college must complete its development of outcomes at the program and institutional levels. The college must demonstrate that it assesses the outcomes and uses them in college decision making processes to improve institutional effectiveness. The college must create venues to maintain an ongoing, collegial, self-reflective dialogue about the continuous improvement of student learning and institutional processes. Student Services must develop and implement student learning outcomes, establish systems of assessment to make improvements in the delivery of its programs and services, and communicate to students these learning outcomes. (Standards I.B.1, I.B.3, I.B.4, I.B.5, I.B.6; II.A.2.i, II.B.4; ER10.)

Adrienne Peek reported that between now and August, the Assessment Work Group will be working on writing a response for Recommendation 2.

Institutional Assessment Plan Gap Analysis:

A. Peek distributed the Institutional Assessment Plan – Gap Analysis document. Using the Gap Analysis will help to make recommendations for development of a strategic plan for closing the gap. The group discussed several areas of the Institutional Assessment Plan and used a numeric scale to rate these areas. The group was asked to give the document some thought and come up with possible strategies to close any gaps. A. Peek stated that we need to implement strategies quickly. Heather Townsend will send the document to the group via email.

III. **Objectives and Outcomes Presentation:**

Jennifer Hamilton, Pedro Mendez and Jason Wohlstadter were asked to flesh out ideas to present on objectives and outcomes. Pedro stated that much dialogue had taken place. Jennifer Hamilton developed a PowerPoint presentation and presented it to her division. Presenting the presentation at division meetings will work great because evidence of the presentations will be reflected in meeting minutes. Jennifer plans to

send the PowerPoint presentation to Heather Townsend for forwarding to Assessment Work Group members. A deadline was discussed for the particular aspect of presenting on objectives and outcomes. The deadline should be by the end of spring semester. Jennifer also added the following ideas for presentations:

- Link to <http://www.polleverywhere.com>
- Online Black Board Training Module
- Music Video on Objectives/Outcomes (A. Peek to add video to Black Board)

Adrienne Peek stated that she should have a Black Board development shell started by our next meeting on March 2, 2012.

IV. General Education Learning Outcomes Update:

Charles Mullins and Beth Bailey were asked to meet with the Curriculum Committee to discuss adding the GELOs (General Education Learning Outcomes) to the SLOs (Student Learning Outcomes) for each course and report back to the Assessment Work Group members. Charles Mullins reported that he had discussed the suggestion with Barbara Adams, Curriculum Co-Chair. Barbara Adams was concerned with overburden the committee at this time because it would be adding something else that would need to go through the review process. Beth Bailey was not in attendance therefore, she did not have a report to present to the group.

V. Student Services SLOs (Student Learning Outcomes) Update:

Antoinette Herrera and Lorena Dorn were asked at the last meeting to review the Student Service's Learning Outcomes that have been completed and identify those who are still in need of completion. Lorena and Antoinette reported that they have six units within Student Services. It was reported that four of the six have turned in there outcomes. Student Services meets one time a month. Antoinette and Lorena intend to come to the next Assessment Work Group meeting with more refined outcomes.

VI. Adjournment:

The meeting adjourned at 3:03 p.m.