

**ASSOCIATE CHIEF ACADEMIC OFFICER**

Date: May 30, 2008
To: Educational Assessment Oversight Committee
From: Beth Pitonzo
Cc:
Subject: EAO Meeting Minutes of May 9th, 2008, 2-3 p.m.

Final

Present: Jim Arnold, Bob Buroker, Larkin Franks, Anna Johnson, Keith Maneval, Lee Mitchell, Tim Polly, Kari Rothi, Jack Schommer, Nancy Szofran

Absent/Excused: Gerry Barra, Stephanie Cram, Wendy Schissel, Teri Tong, Amy Widger

Guest:

Call to Order and Review of Minutes

Beth Pitonzo called the Ed Assessment Oversight Committee meeting to order at 2:03pm. She asked the committee to review the minutes of March 14th 2008, *Exhibit A*

Actions:

- ✓ M/S by Tim Polly and Anna Johnson to approve the January 18, 2008 minutes as written. Approval was unanimous.

Educational Assessment Cycle 2007-2008 (All)

Beth asked EAO members to provide division updates regarding progress on cycle 2007-2008.

Lee Mitchell has identified several outcomes to be assessed this year, plus a plan for next year. Science created a grid/matrix to make sure that all outcomes are assessed within the discipline. Wally Shriner is working on an assessment tool to cover more than one outcome, the "Uber rubric". He is also working with Javid to develop an Ed Assessment plan.

Larkin Franks brought in an example of the Ed Assessment notebook that BISH has created for their division. These books will contain assessments from 06/07 – 09/10. She mentioned that some classes are doing their assessment via portfolios. Integrated Media and Professional Photography are having industry people come out to evaluate students' portfolios. Also BISH is using the outcome matrix tracking that was created by science.

Jim Arnold mentioned that BA101, BA211, BA250, BA226 course would be assessed this year. Business is adding new outcomes to assess as well as re-assessing those chosen last year.

Bob Buroker mentioned that CIS will assess outgoing students in the CIS297 Capstone class.

Kari Rothi will touch base with Beth regarding the outcomes for math.

Lee Mitchell has developed a test that could cover some of the general education distribution outcomes for math. He will get together with math department to discuss this.

Tim Polly mentioned some of their programs are changing curriculum. The theory based classes will have outcomes questions embedded in the final test.

Keith Maneval mentioned that his department identified HPE295 and the first aid course to do a pre and post test. They were able to pre-test 170 students and post-test 150 students.

Anna Johnson indicated the iSkills test is being piloted this spring for information and computer literacy outcomes.

Actions:

- ✓ Set up meeting with math and science to discuss outcomes.
- ✓ Beth requested that all divisions submit documentation of 07-08 assessment activities/data before they leave for the summer.

Follow-up to TLC discussion (J. Schommer)

No follow up this week

Actions:

- ✓ Jack Schommer will invite Wally and/or David from the TLC to the next EAOE meeting.

Update on CAAP and iSkills test (B.Pitonzo)

Beth updated that only a handful of instructors haven't set up appointments yet. We are working through the issues. She has encouraged Deans/DCs to address issues with students not taking the test. She would also like to get feed back from instructors selected for this test cycle. Larkin mentioned that the earlier notice this year worked well for instructors to incorporate into their class schedules.

Beth passed out an article about California colleges and educational assessment.

Weave On-Line Demonstration (B. Pitonzo)

Weave On-line representatives will demonstrate the product to the strategic planning council on May 16th from 10am-11am. Members of EAOE are invited to attend.

Fall In-service discussion (B. Pitonzo)

Beth suggested that divisions need to define time during in-service to dedicate to educational assessment planning and data analysis.

Actions:

- ✓ Beth Pitonzo will make recommendations to the deans and in-service committee

Adjournment

There being no further business, the meeting adjourned at 3:00 p.m.

Recorder: Katrinia McNeal

BP/km

EA: Min EAO 05-09-08