



Assessment Committee
Harry S Truman College
Chair – Jen Asimow
Vice-Chair – Maeve Massini
Secretary/Archivist - Madi Johnson

Minutes for November 30, 2023

In attendance: Jen Asimow, Madi Johnson, Brandon Bumstead, LaSandra Skinner, Ana King, Andrew Kerr, Katie Ediger, Maeve Masini, Leah Page, Farzana Najam, Ritch Keitel

Apologies:

Absent: Edwin Whitfield, Rahm Almarza

1) Call to order at 2:05 PM

2) Approval of Minutes from November 9, 2023. Andrew motioned to approve. Katie seconded. Motion approved.

3) Chair's Updates

A. Vote on [language to be added to the committee charge about DEI and Equity](#)

Maeve moves to approve. Andrew seconds the motion. After discussion, we have decided that Jen will rework the third bullet point and resend. Please email alternatives to consider before our next meeting in Spring 2024.

(In addition,) we believe that honoring the rich tapestry of human experiences is paramount in achieving excellence in assessment. Our community of practice in assessment is committed to:

1. *Ensuring transparency in all assessment processes.*
2. *Focusing assessment efforts at narrowing equity gaps.*
3. *Building capacity among the larger college community to practice equitable and fair assessment. (3 possible alternatives to “Building Capacity” below.)*

- a. *Sharing equitable and fair assessment practices among the larger college community.*
 - b. *Empowering the larger college community to practice equitable and fair assessment*
 - c. *Strengthening equitable and fair institutional assessment practices across the college.*
4. *Varying our assessment practices to capture a more honest and broader picture of student learning*

B. End-of-the-semester wrap-up

- It was noted that the Fall Newsletter was well-done and showcases the work we are doing.
- Sub-committees and how did they work for us?
 - Structure was productive and useful.
 - Revisit what they mean and what they involve at Exec. (organization/topics of the sub-committees)
 - The working part of the meeting was beneficial.

4) Department/Unit Level Assessment Updates/Report

- Ana King—since November 2016 we have had the CCRTW (read to write English placement test). Faculty-made and currently being revised across the seven city colleges. Developmental Education identified that the placement test may not have been as equitable as it seemed when first created (examples: readings weren't culturally relevant and items on the test weren't expansive enough to gauge student's true abilities). Revisions began in July 2023 by the English Placement Coordinators. Updates will continue to be brought to the committee.
- Please make sure to update the four-phase document for your department by the end of the semester. We need to have folders up to date for HLC.

5) General Education Updates/Report - Updates on the inquiry and Analysis Assessment.

- 104 assessments have been completed so far; ideally, we want at least 200-250.
- Remind colleagues to advertise it as much as possible. The assessment will be open until the end of the semester.

6) Sub-Committee Work Sub-Committee Work

1. [Sub-Committee 1 – Closing the Loop](#) - Andrew, Brandon, and Ana
2. [Sub-Committee 2 – Department/Unit-Level Assessment](#) - Maeve, John, Leah
3. [Sub-Committee 3 – Critical Thinking](#) - Madi, Katie

Draft of new SLOs informed by the AAC&U Rubric:

The student demonstrates the ability to critically explore and evaluate issues, ideas, and information before coming to a logical conclusion.

1. Identify issue or problem to be considered critically
2. Select appropriate resources to investigate issue
3. Use appropriate resources to investigate issue
4. Analyzes resources and assumptions to form a position or perspective on the issue
5. Form a logical conclusion that reflects an informed evaluation of the issue

4. [Sub-Committee 4 – Major Documents](#) - Jen, Ritch

7) A.O.B.