

Assessment Committee Minutes

January 28, 2021

2:30 – 3:30 p.m.

Zoom

Co-Chair: Carlee Ranalli, Senior Director, Planning and Institutional Effectiveness

Co-Chair: Alicia Drumgoole, Division of English and Humanities

Present: Alicia Drumgoole (Co-Chair); Mayme Kugler (Acting Chair*), Heather Barnhart, Kendra Perry, Joanna Shank, Theresa Shank

- I. Review & approval of minutes: The committee reviewed and approved the minutes by a unanimous vote.
- II. Presentation of SSI and Media Preferences survey reports (attachment): The committee reviewed the SSI and Media Preferences results. We will follow up on the results at the February meeting.
- III. Employee Satisfaction Survey
 - a. Survey on ILO#1 & ILO#5 in March? The Committee will meet in February to form questions that will go out to faculty and staff regarding the implementation of ILOs 1(Responsibility) and ILO5 (Technology)
 - b. Potentially pay for the PACE survey in the fall? The Committee discussed the possibility of paying for the PACE survey in the fall.
- IV. Update timeline & discuss non-academic assessment (ILO timeline, Student Services matrix). The Committee may partner with the Academic Affairs Committee to begin to establish a timeline for college-wide assessment policies.

The PIE office will share potential models for assessment and implementation of Institutional Learning Outcomes from other schools and institutions that could serve as a model for implementation and measurement of the ILOs here on campus. Committees will review and discuss these documents in upcoming meetings. The Committee will be working in tandem with the Academic Affairs Committee to help design and implement campus for both non-credit and credit departments.

- V. Update on Data & Assessment Specialist position: Interviews are beginning for the Data & Assessment Specialist position. Institutional Assessment Committee members may be contacted to participate in the interview process.

- VI. Share website updates: C. Ranalli provided the Committee with updates made to the HCC website.
<https://www.hagerstowncc.edu/faculty-staff/college-operation/planning-effectiveness>
<https://www.hagerstowncc.edu/shared-governance>
- VII. Discussion of committee goals for the semester: The Committee moved to table this discussion until C. Ranalli was able to join the meeting.
- VIII. Other business?
- IX. Adjourn

*Carlee Rannalli could not be present at this meeting