

## **Assessment Committee Minutes**

**February 24, 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); Carlee Ranalli (Co-Chair); Mayme Kugler, Heather Barnhart, Kendra Perry, Joanna Shank, Fonda Franklin, Dawn Reed**

- I. Review & approval of minutes: The committee reviewed and approved the minutes by a unanimous vote.
- II. Carlee presented information about the PACE survey. HCC did the survey in 2008 and we are considering it again for this fall. The survey includes 4 subscales including Institutional Structure, Supervisory Relationship, Teamwork, and Student Focus. We will see what the climate of the campus is like this fall and if it makes sense to tackle a big project at that time.
- III. Carlee said that the hiring committee for the Data and Assessment Specialist position has interviewed 2 candidates and is preparing for second interviews next week.
- IV. Carlee discussed the timeline with both academic & non-academic assessment (ILO timeline, Student Services matrix). Kendra and Alicia talked about ideas for doing information literacy and technology skills. Heather gave an update on assessment in Student Services. Carlee will seek clarity from Dr. Klauber and Dr. Warner to see if our committee should be looking to create policy about non-academic assessment.
- V. Carlee will request a folder be created on the Z drive that can be used to begin creating survey questions for a short employee survey. The questions would be used to help with professional development (requested technology skills) and well-being programs for example.
- VI. No other business was proposed.
- VII. Adjourn