

ALT Meeting Agenda and Minutes

Meeting Name	Assessment for Learning Team (ALT)
Date	9/20/2023 Time: 3:00-4:00 pm
Location	M197

Meeting Purpose

The Assessment for Learning Team (ALT) recommends, facilitates, and supports policies, processes and practices used by the college for assessing learning. ALT is led by faculty and student affairs and consists of representatives from each Academic Division, Student Affairs, Student Services, the Office of Institutional Effectiveness, and Administration. In support of **PVCC Strategic Goals for 2023-2026**, ALT strives to **make assessment a sustainable collaborative process that clarifies learning expectations, promotes meaningful dialogue and transparency, uses evidence to improve learning, and facilitates organizational change.** (Strategic Priority #1: Student Learning, Success, Equity, & Excellent Experience, Goal 1: Meet the needs of today's diverse learners.)

Attendance

<input checked="" type="checkbox"/>	Felicia Ramirez ALT Chair & COM/LA Representative	<input checked="" type="checkbox"/>	Leonard Macias ALT Chair & ENG Representative	<input checked="" type="checkbox"/>	Amardeep Kahlon VPAA	<input checked="" type="checkbox"/>	Doug Berry Dean Academic Affairs
<input checked="" type="checkbox"/>	Andrea Macias-Murrieta Counseling Representative	<input type="checkbox"/>	Social Sciences Representative	<input type="checkbox"/>	Brian Goegan Business Representative	<input type="checkbox"/>	Teresa Dominguez Learning Success Center
<input checked="" type="checkbox"/>	Darra Browning Science Representative	<input type="checkbox"/>	Tomi Johnston Fine Arts Representative	<input type="checkbox"/>	Kevin Taussig Health Representative	<input type="checkbox"/>	Jennifer Miller Dean Student Affairs
<input checked="" type="checkbox"/>	Bootsie Martinez Behavioral Sciences Representative	<input checked="" type="checkbox"/>	Sami Lange Library Representative	<input type="checkbox"/>	Mike Ho Student Affairs Representative	<input type="checkbox"/>	? IE Representative
<input checked="" type="checkbox"/>	Doug Martin Nursing Representative	<input checked="" type="checkbox"/>	Kara Childs Math Representative	<input type="checkbox"/>	Student Affairs Representative	<input type="checkbox"/>	

2023-2024 Assessment for Learning Team (ALT) Meeting Schedule

Fall : 8/15, 9/20, 10/18, 11/15

Spring: 1/?, 2/21, 3/20, 4/17

Time: 3:00-4:00 pm, M 197

Meeting Agenda

1. **Minutes from prior meeting were sent via email**
2. **Welcome New Members & Introductions** : ALT's newest members are Bootsie Martinez, Andrea Macias-Murrieta and Doug Martin.
3. **Assessment updates**
 - a. Assessment Lab December 5, 1:00-3:00 pm, E 148 We need 1 or 2 volunteers to help. Please reach out to Felicia or myself about volunteering for the whole lab or for an hour.
 - b. Felicia will again serve on MAC Advisory Council: Yippee....we have great representation!!
 - c. Read the [Fall Newsletter](#)
 - d. ALTs work highlighted in [publication](#) : Felicia's article, "Emerging Dialogues in Assessment: Assessment Professionals as Change Agents: Enhancing Equity in Our Own Backyard" was published in the Association for the Assessment of Learning in Higher Education (AALHE).
 - e. [AGEC update](#) just received : Please read an emails concerning the new changes to the AGECE and course designations. District did send out a new timeline for the roll out of the new AGECE and can be found [here](#)
 - f. Requested approval for [HLC Program Assessment Virtual Workshop](#): Our request has been approved. All we need to do is to create Travel Authorizations for the workshop.
 - g. Leonard and Felicia will share [PLO Map](#) & assist with Program Review Orientation on Sept. 29, 2023:
4. **ALT Goals**
 - a. Review 2022-2023 : ALT reviewed last year's and the new goals for the upcoming academic year. The meeting spent the rest of the meeting discussing completed goals, goals that are still in progress, and goals we have not yet started.
 - b. Set goals for 2023-2024
5. **Division Goals**
 - a. Review participation
 - b. Add 2023-2024 to [folder](#) We need Counseling, Business, Learning Success Center, FPA, Student Life and Social Sciences.
6. **Next Meeting Times:** Oct 18th, Nov. 11 from 3-4pm

Action Items			
Task	Team Members	Comments	Due Date
Division/Department Goals	All members	Complete the worksheet and add to ALT Folder	Sep. 29, 2023
PLOs	Leonard, Felicia with Doug, Sandra	Be involved, closely, with Program Review process, present at orientation, assist with assessment and PLO mapping, give feedback, related to assessment, on Program Reviews	Ongoing

CoCurricular	?		May 30, 2023
Division Participation	All members	Ensure that Assessment is a topic on Division/Department agendas. Encourage faculty/staff in your area to participate in assessment of learning, document projects in GEA. Goal is 70% of RFP faculty will complete a General Education Assessment project.	Ongoing
Please Read	All reps	HLC Criteria , by the Numbers and The Role of Equity in Quality Assurance	

ALT Goals 2022-2023

Goal	Status	Notes
Improve learning	Co... ▾	Lots of evidence for successful interventions and creative strategies were applied to improve student learning across the college.
Increase RFP faculty participation in General Education Assessment to 70%.	In pr... ▾	We increased from 49% to 56%. The number of class sections assessed increased from 180 to 210.
Increase number/rates of completion of assessment forms in GEA online tool.	Co... ▾	We increased from 84 to 119 forms submitted. The completion rate in 21-22 was 82% and completion rate in 22-23 was 79%, a slight decrease.
Increase PAR first year faculty participation/documentation in the GEA online tool to 100%.	Co... ▾	We achieved 100% 1st year PAR participation. The model of training and onboarding has been very successful and we are continuing that plan this year under new PAR leadership with Ilse K.
Increase adjunct faculty participation in General Education Assessment and completion of assessment forms in GEA online tool.	Co... ▾	Adjunct participation doubled.
Sustainable Model for Paws	Co... ▾	Secured funding through Maricopa Foundation through 2024.
Develop a plan for assessing learning in Dual Enrollment courses	In pr... ▾	ALT adopted an official process in the ALT Charter. Making the process clear was a great step. This year we plan to remove some of the barriers in participation by meeting directly with the faculty at the high schools.
Continue mapping cocurricular learning experiences and identify and engage 1-3 cocurricular learning areas to complete assessment projects.	In pr... ▾	We mapped for 22-23 and reached the areas scheduled on the map. Honors successfully completed a cocurricular project. This year we want to reach out to Student Life, LSC, Veteran's, and possibly Athletics or Intercultural Center.

Goal	Status	Notes
Develop processes and supporting materials to assist faculty with assessment of Program Learning Outcomes (PLOs).	Co... ▾	Developed a MAP/Matrix, revised Program Review Template, Developed outcome worksheets with direct links to CCTA, highlighted Program Learning Outcomes in Assessment Newsletters, added program outcome option to GEA Online Tool form.
Draft a statement to link newly updated MCCC General Education Philosophy with PVCC assessment and Institutional Learning Outcomes (ILOs).	Co... ▾	ALT drafted and officially added the statement to the ALT Charter.
Complete AAC&U ePortfolio institute Jan. 23	Co... ▾	We completed the year-long institute and launched the Puma Portfolio. We presented during Learning Week Fall 23
Make substantial progress on Criterion #4 recommendations by HLC, track assessment results, and gather evidence for HLC in preparation for 2024 visit.	In pr... ▾	We began reviewing and rewriting Criterion 4.B.
Support PVCC efforts to offer Bachelor Degrees. a.Collaborate with EDU faculty to obtain approval for an Education Bachelor degree. b.Collaborate with NUR faculty Begin work for Nursing BSN.	Co... ▾	We successfully coordinated with EDU faculty, gained approval for Bachelor Degree, assisted with Mapping of outcomes, and provided an assessment workshop in Summer 23. PVCC did not receive approval from district for the Nursing BSN, instead we will begin working with the Accounting Faculty this year.
Develop professionalism (Civic Engagement/Personal Development) and ePortfolio dimensions (Technology).	In pr... ▾	This work has been started, ALT has already drafted and revised several versions of the Professionalism outcome . We have developed a sample assignment and sample rubric for the Puma Portfolio that needs to be reviewed.
Improving messaging to students about the value of general education including: explicit messages in PVCC website about what students can learn and why it's important, improve the student inventory.	Not ... ▾	This goal has not been addressed yet, other than having ALT reps take this message back to their departments. However, on a more campus level nothing has begun.
Continue connection with Critical Thinking Academy and further institutionalize the critical thinking framework.	In pr... ▾	This endeavor has continued within the college. A number of faculty have attended the academy and infused critical thinking framework in their classes using a variety of methods.

Goal	Status	Notes
Engage ALT in the scholarship of assessment for learning and completion of ALT goals.	In pr... ▾	ALT should consistently participate in activities that enhance and contribute to the scholarship of assessment here at PV. I would say, for the most part ALT does this, but there are opportunities for more engagement. Some types include professional growth, working on ALT goals, etc.
Another was to create an Assessment Award just for adjunct faculty. We need to obtain a list of all dual enrollment instructors at PV.	Not ... ▾	This goal was discussed while Jamie Martin was at PV. So far nothing has begun, but this is something that can happen in the near future. ALT needs to get a list of all the DE Instructors anyway (HLC), so we can work off that.

ALT Goals 2023-2024

1. Improve learning.
2. Apply processes and supporting materials to facilitate assessment of Program Learning Outcomes (PLOs) and ensure evidence is provided in Academic Program Reviews. Get programs to MAP PLOs!
3. Increase participation in assessment.
 - a. Increase RFP faculty participation in General Education Assessment to 70%. (above 56%)
 - b. Continue with PAR first year faculty participation/documentation in the GEA online tool (Goal 100%).
 - c. Increase adjunct faculty participation in General Education Assessment and completion of assessment forms in GEA Online Tool. Create PAWS specifically for adjuncts.
4. Measure achievement of student learning outcomes in Dual Enrollment Courses.
5. Complete an assessment data analysis of recent graduates and disaggregate data.
6. Write HLC Criterion #4 , track assessment results, and gather strong evidence for a 2024 visit.
7. Continue mapping cocurricular & identify 1-3 cocurricular learning areas to complete assessment projects.
8. Expand usage of Puma Portfolio.

March 10, 2023: [The Future is Here! AI in Higher Ed with Bryan Alexander](#) Bryan Alexander's book: [Universities on Fire, Higher Education in the Climate Crisis](#)

- March 17, 2023: [Curriculum Design in the AI World](#) with Maria Andersen
- March 24: [AI in Higher Education Classrooms](#) with Mark Warschauer, UCI
- April 21, 2023: [Designing Online Courses Beyond the Discussion Boards](#) with Luke Hobson, MIT
- April 28, 2023: [Strengthening Program Review Practices to Support Meaningful Planning and Outcomes](#) with Tara Bryant-Edwards and Aeron Zentner



ALT Meeting Agenda and Minutes

Meeting Name	Assessment for Learning Team (ALT)
Date	10/18/2023 Time: 3:00-4:00 pm
Location	M197

Meeting Purpose

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Attendance

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2023-2024 Assessment for Learning Team (ALT) Meeting Schedule

Fall : 11/15

Spring: 1/?, 2/21, 3/20, 4/17 Time: 3:00-4:00 pm, M 197

Meeting Agenda

1. Minutes from prior meeting were sent via email
2. Still need Social Science Rep (Felicia went to their Division Meeting)
3. Assessment updates
 - a. We welcomed new members Kevin and Michael.
 - b. Assessment Lab December 5, 1:00-3:00 pm, E 148 We need 1 or 2 volunteers:
 - c. Leonard and Felicia presented at 10.5.23 [Senate Meeting](#) and shared [information](#)
 - d. MAC meeting (Association for General and Liberal Studies AGLS [Playbook](#))
 - i. We are considering developing a 1 page flier directed towards students/community Members so that we can communicate the value of Gen Ed. MAC is thinking About developing something that can be shared district wide but also include an area For each college to customize it.
 - e. HLC Team participated in HLC Assurance Argument Workshop on 10.5.23 (Chart)

Most Cited Core Components
Percent “Met with Concerns” & “Not Met”

Rank/Year	AY 2022	AY 2021	AY 2020	AY 2019	AY 2018
Rank 1	4.B 32.4%	4.B 27.9%	4.B 34.9%	4.B 42.2%	4.B 36.5%
Rank 2	5.B 15.7%	5.B 14.4%	5.C 16.3%	4.A 24.7%	5.C 22.3%
Rank 3	5.C 15.7%	5.C 14.4%	5.B 11.6%	5.C 17.5%	5.B 19.6%
Rank 4	4.A 12.7%	4.A 11.5%	3.C 9.3%	5.B 14.3%	4.A 17.6%
Rank 5	3.C & 4.C 8.8%	3.C 10.6%	4.A 8.5%	3.C 12.3%	4.C 14.9%

Higher Learning Commission

4. Cocurricular
 - a. Review new Cocurricular Assessment Planning [Template](#)
 - i. The new template was added to the Assessment website and can be used To help individuals plan cocurricular assessment.
 - b. Review [Map](#) (23-24: Hispanic Heritage Luncheon, Student Life Club, LSC, Veterans)

i. We worked with Norma on Hispanic Heritage assessment. We need to connect with other areas.

5. Professionalism rubric [draft](#)

a. Review draft, share with your division/department and bring feedback to Nov. Meeting.

6. Next Meeting Times: Nov. 11 from 3-4pm

Action Items			
Task	Team Members	Comments	Due Date
PLOs	Leonard, Felicia with Doug, Sandra	Be involved, closely, with Program Review process, present at orientation, assist with assessment and PLO mapping, give feedback, related to assessment, on Program Reviews	Ongoing
CoCurricular	?		May 30, 2023
Division Participation	All members	Ensure that Assessment is a topic on Division/Department agendas. Encourage faculty/staff in your area to participate in assessment of learning, document projects in GEA. Goal is 70% of RFP faculty will complete a General Education Assessment project.	Ongoing
Please Read	All reps	HLC Criteria , by the Numbers and The Role of Equity in Quality Assurance	

Opportunities for Professional Development

The Future of Grading: Using Artificial Intelligence for Formative and Summative Assessments

October 20, 2023, 10am – 12 noon PDT

[REGISTRATION LINK](#)

ALT Goals 2023-2024

1. [Improve learning.](#)
2. [Apply processes and supporting materials to facilitate assessment of Program Learning Outcomes \(PLOs\) and ensure evidence is provided in Academic Program Reviews. Get programs to MAP PLOs!](#)
3. [Increase participation in assessment.](#)
 - a. [Increase RFP faculty participation in General Education Assessment to 70%. \(above 56%\)](#)
 - b. [PAR 1st yr faculty participation/documentation in the GEA online tool \(Goal 100%\).](#)
 - c. [Increase adjunct faculty participation in General Education Assessment and completion of assessment forms in](#)

GEA Online Tool. Create PAWS specifically for adjuncts.

4. Measure achievement of student learning outcomes in Dual Enrollment Courses.
5. Complete an assessment data analysis of recent graduates and disaggregate data.
6. Write HLC Criterion #4 , track assessment results, and gather strong evidence for a 2024 visit.
7. Continue mapping cocurricular & identify 1-3 areas to complete assessment projects.
8. Expand usage of Puma Portfolio.
9. Engage ALT in the scholarship of assessment for learning and completion of ALT goals.
10. Support PVCC efforts to offer Bachelor Degrees by collaborating with the Accounting Faculty.
11. Develop professionalism (Personal Development) and ePortfolio dimensions (Technology).
12. Improving messaging to students about the value of general education including: explicit messages in PVCC website about what students can learn and why it's important, improve the student inventory.
13. Continue connection with Critical Thinking Academy and further institutionalize the framework.



ALT Meeting Agenda and Minutes

Meeting Name	Assessment for Learning Team (ALT)
Date	11/15/2023 Time: 3:00-4:00 pm
Location	M197

Meeting Purpose

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2023-2024 Assessment for Learning Team (ALT) Meeting Schedule

Fall : Spring: 1/? (learning week), 2/21, 3/20, 4/17 Time: 3:00-4:00 pm, M 197

Meeting Agenda

1. Minutes from prior meeting were sent via email

2. Assessment updates

- a. Still need SS Rep
 - i. *(Felicia reached out to division and we are hoping for a new rep in Spring)*
- b. Assessment Lab December 5, 1:00-3:00 pm, E 148 We need 1 or 2 volunteers:
 - i. *Andrea plans to attend*
- c. Leonard and Felicia attended HLC Program Assessment Workshop 11/6,11/8,11/13,11/15,
 - i. *The seminar was informative, Felicia will share documents with team, learned that the “emphasis in” appear on student transcripts,*
- d. New Milestone for ALT! We hosted our first assessment training for Dual Enrollment
 - i. *Felicia and Leonard hosted a seminar at the Black Mountain campus for Cactus Shadow High school Dual Enrollment faculty. It was great! Meeting and talking with the faculty a very fruitful endeavor and we will host a second full day session in January. Dual Enrollment faculty have begun planning and documenting their assessment of course competencies.*
 - ii. *Felicia and Leonard are working on Continuing Education Unit (CEU) certificates that are branded with PVCC and can be used by various areas at the college when CEUs are granted.*
 - iii. *Dual Enrollment faculty requested data on Dual Enrollment students and how credits are used/applied. Felicia will connect with IE for any available data. They also suggested that we begin registering students for Fall now.*
 - iv. *Tereza mentioned that more Dual Enrollment students are seeking information about tutoring. Felicia and Leonard can include information (a handout) when they return to CSHS in Jan.*
- e. Division/Department updates
 - i. *ALT reps discussed assessment happenings in their area. Felicia will follow up with the Sciences and Leonard will follow up with AJS.*
- f. Cocurricular
 - i. *The team discussed a common survey for student club assessment. Felicia will follow up with Mike Ho in Student Life and with IE on a survey that can be applied across clubs.*

3. Professionalism rubric [draft](#)

- a. *The team discussed feedback from the different divisions and made revisions.*

4. Next Meeting Times: Learning Week -announcement is coming

Action Items			
Task	Team Members	Comments	Due Date
PLOs	Leonard, Felicia with Doug, Sandra	Be involved, closely, with Program Review process, present at orientation, assist with assessment and PLO mapping, give feedback, related to assessment, on Program Reviews	Ongoing
CoCurricular	Felicia, Leonard, Tereza, Mike	Student club survey and LSC outcome measurement	May 30, 2023
Division Participation	All members	Ensure that Assessment is a topic on Division/Department agendas. Encourage faculty/staff in your area to participate in assessment of learning, document projects in GEA. Goal is 70% of RFP faculty will complete a General Education Assessment project.	Ongoing
Please Read	All reps	HLC Criteria , by the Numbers and The Role of Equity in Quality Assurance	

Opportunities for Professional Development

Review materials from HLC Program Assessment Seminar

ALT Goals 2023-2024

1. Improve learning.
2. Apply processes and supporting materials to facilitate assessment of Program Learning Outcomes (PLOs) and ensure evidence is provided in Academic Program Reviews. Get programs to MAP PLOs!
3. Increase participation in assessment.
 - a. Increase RFP faculty participation in General Education Assessment to 70%. (above 56%)
 - b. PAR 1st yr faculty participation/documentation in the GEA online tool (Goal 100%).
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5. Complete an assessment data analysis of recent graduates and disaggregate data.
6. Write HLC Criterion #4 , track assessment results, and gather strong evidence for a 2024 visit.

7. Continue mapping cocurricular & identify 1-3 areas to complete assessment projects.
8. Expand usage of Puma Portfolio.
9. Engage ALT in the scholarship of assessment for learning and completion of ALT goals.
10. Support PVCC efforts to offer Bachelor Degrees by collaborating with the Accounting Faculty.
11. Develop professionalism (Personal Development) and ePortfolio dimensions (Technology).
12. Improving messaging to students about the value of general education including: explicit messages in PVCC website about what students can learn and why it's important, improve the student inventory.
13. Continue connection with Critical Thinking Academy and further institutionalize the framework.

ALT Meeting Agenda and Minutes

Meeting Name	Assessment for Learning Team (ALT)
Date	2/21/2024 Time: 3:00-4:00 pm
Location	M197

Meeting Purpose

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<input checked="" type="checkbox"/> Andrea Macias-Murrieta Counseling Representative	<input checked="" type="checkbox"/> John Douglas & Kurt Hill Social Sciences Representative	<input type="checkbox"/> Brian Goegan Business Representative	<input checked="" type="checkbox"/> Teresa Dominguez Learning Success Center
<input type="checkbox"/> Darra Browning Science Representative	<input type="checkbox"/> Tomi Johnston Fine Arts Representative	<input checked="" type="checkbox"/> Eric West Health Representative	<input type="checkbox"/> Jennifer Miller Dean Student Affairs
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<input type="checkbox"/> Doug Martin Nursing Representative	<input checked="" type="checkbox"/> Kara Childs Math Representative	<input type="checkbox"/> Open Student Affairs Representative	<input type="checkbox"/>

2023-2024 Assessment for Learning Team (ALT) Meeting Schedule

Spring: 3/20, 4/17 Time: 3:00-4:00 pm, M 197

Meeting Agenda

1. Minutes from prior meeting were sent via email
2. Assessment updates
 - a. The team welcomed new reps Eric West from HES and John Douglas from SS who share

the rep this semester with Kurt Hill.

- b. Assessment Lab April 29th, 1-3pm in E-148. We need 1 volunteer. Sami Lange volunteered to help from 1-2 for the lab. (Thank you Sami)
- c. HLC, Criterion #4 will be shared in April, ALT will need to review. Watch for updates from Leonard and Felicia.
- d. RFA & Assessment: Felicia provided feedback to the RFACT about assessment: I strongly believe that "assessment reports" should be added to Faculty Chair duties Article 7.4.4. and that "learning outcomes assessment" should be added to the PAR Reflections in Article, 17.2.4. The colleges cannot meet HLC Criteria for Accreditation without assessment, therefore it should be explicitly addressed by RFACT and College Plans. Felicia reviewed the most recent and noticed that the feedback was implemented in both of those sections. See pgs. 45 and 109 in the latest RFA redline.
- e. Dual Enrollment
 - i. *Felicia and Leonard met Shadow Mountain High school Dual Enrollment faculty. It was great! Meeting and talking with the faculty is a very fruitful endeavor and we will meet for a second session in March. Dual Enrollment faculty have begun planning and documenting their assessment of course competencies.*
- f. Cocurricular
 - i. *The team discussed a common survey for student club assessment. Felicia will follow up with Mike Ho in Student Life and with IE on a survey that can be applied across clubs.*

3. Adjunct ALT Rep?

- a. Discussion: Adjunct Faculty Coordinator, Susan Bonnell, Adj. Psychology, has requested that adjuncts have a rep on ALT
- b. ALT discussed the option of adding an adjunct rep to the team and voted to approve the new rep. Bootsie suggested that we may want to consider adding a second adjunct rep. The team will add one adjunct rep for now and may consider additional reps if needed in the future.

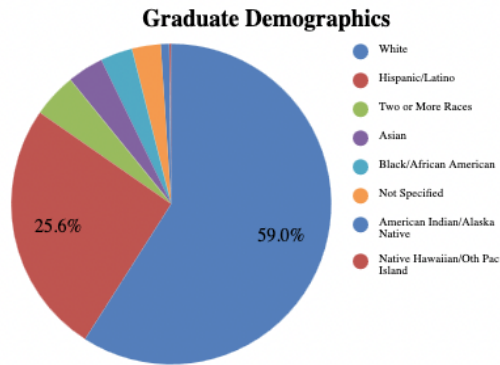
4. Academic Program Review: White Paper

- a. Discussion: The team discussed the white paper and recommendations for improving Academic Program Review. We discussed why change was needed and what the new team membership may consist of. Continued collaboration with VPAA and IE is essential and the consensus was that faculty should be leading the process.

- b. The team voted to approve the recommendations and endorse the perspective in the white paper. Felicia and Leonard will share the recommendations and paper with the Faculty Senate in March. Please share the recommended change (to make Academic Program Review a faculty directed process) with your division.

4. **Graduate Analysis** - Here is some initial data from our project to analyze learning outcome achievement by graduates. There is more to come in March.

- a. Cohort 2021-2022
- b. Number of Total Graduates: **1627**
- c. Number of Graduates with a GEA Record: **682**
- d. Percentage of Graduates with a GEA Record: **34.5%**
- e. Graduate cohort is representative of PVCC population



race_ethnicity	Total	Assessed	count	Percent Assessed
American Indian/Alaska Native	17	No	13	23.5%
		Yes	4	
Asian	73	No	33	54.8%
		Yes	40	
Black/African American	65	No	50	23.1%
		Yes	15	
Hispanic/Latino	511	No	327	36.0%
		Yes	184	
Native Hawaiian/Oth Pac Island	4	No	4	0.0%
		Yes	0	

Not Specified	58	No	37	36.2%
		Yes	21	
Two or More Races	89	No	56	37.1%
		Yes	33	
White	1178	No	787	33.2%
		Yes	391	

5. Next Meeting Times: March, 20 & April 17,

Action Items			
Task	Team Members	Comments	Due Date
PLOs	Leonard, Felicia &, Sandra	Be involved, closely, with Program Review process, assist with assessment and PLO mapping, give feedback, related to assessment, on Program Reviews	Ongoing
CoCurricular	Felicia, Leonard, Tereza, Mike	Student club survey and LSC outcome measurement	May 30, 2024
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Please Read	All reps	HLC Criteria , by the Numbers and The Role of Equity in Quality Assurance Assessment and the Arts: The Guiding Principles for the Assessment of the Arts	

Opportunities for Professional Development

Assessment and the Arts: [The Guiding Principles for the Assessment of the Arts](#)

ALT Meeting Agenda and Minutes

Meeting Name	Assessment for Learning Team (ALT)
Date	3/20/2024 Time: 3:00-4:00 pm
Location	M197

Meeting Purpose

The Assessment for Learning Team (ALT) recommends, facilitates, and supports policies, processes and practices used by the college for assessing learning. ALT is led by faculty and student affairs and consists of representatives from each Academic Division, Student Affairs, Student Services, the Office of Institutional Effectiveness, and Administration. In support of PVCC Strategic Goals for 2023-2026, ALT strives to make assessment a sustainable collaborative process that clarifies learning expectations, promotes meaningful dialogue and transparency, uses evidence to improve learning, and facilitates organizational change. (*Strategic Priority #1: Student Learning, Success, Equity, & Excellent Experience, Goal 1: Meet the needs of today's diverse learners.*)

Attendance

<input checked="" type="checkbox"/> Felicia Ramirez ALT Chair & COM/LA Representative	<input checked="" type="checkbox"/> Leonard Macias ALT Chair & ENG Representative	<input checked="" type="checkbox"/> Sandra Hinski VPAA	<input checked="" type="checkbox"/> Shannon Manuelito Dean Academic Affairs
<input checked="" type="checkbox"/> Andrea Macias-Murrieta Counseling Representative	<input checked="" type="checkbox"/> Kurt Hill Social Sciences Representative	<input type="checkbox"/> Brian Goegan Business Representative	<input checked="" type="checkbox"/> Teresa Dominguez Learning Success Center
<input checked="" type="checkbox"/> Darra Browning Science Representative	<input type="checkbox"/> Tomi Johnston Fine Arts Representative	<input checked="" type="checkbox"/> Eric West Health Representative	<input type="checkbox"/> Jennifer Miller Dean Student Affairs
<input checked="" type="checkbox"/> Bootsie Martinez Behavioral Sciences Representative	<input type="checkbox"/> Sami Lange Library Representative	<input type="checkbox"/> Mike Ho Student Affairs Representative	<input checked="" type="checkbox"/> Gina Cinali & Michael Tyler IE Representative
<input type="checkbox"/> Doug Martin Nursing Representative	<input type="checkbox"/> Kara Childs Math Representative	<input checked="" type="checkbox"/> Susan Bonnell Adjunct Faculty Coordinator	<input type="checkbox"/>

2023-2024 Assessment for Learning Team (ALT) Meeting Schedule

Spring: 4/17 Time: 3:00-4:00 pm, M 197

Meeting Agenda

1. Minutes from prior meeting were sent via email
2. Assessment updates
 - a. Welcome new reps: Shannon Manuelito and Susan Bonnell
 - b. Assessment Lab April 29th, 1-3pm in E-148. Felicia, Leonard, and Sami will be there.

- c. Faculty Senate approved recommendation for change to Academic Program Review
 - d. Expedition Accreditation Day
 - e. A team from PVCC will be attending [AZ Transfer](#) April 25-26, Leonard and Felicia
 - f. A team from PVCC will be attending the [HLC Conference](#) April 13-16
 - g. Proposed [changes to HLC Criteria](#) now public and open for feedback
- 3. Approve Updated [Charter](#)**
- a. Review Changes-Team reviewed the red line and made additional name corrections.
 - b. Updated draft was Approved
- 4. Presidents Assessment Award Scoring**
- a. Need 2 volunteers for in May-June, read assessment forms submitted, use rubric provided to score, select finalists and then winners
 - b. Volunteers: Andrea, Bootsie, and Shannon volunteered
- 5. ePortfolio Competition**
- a. Sample competition: [San Antonio College](#)
 - b. Categories for PVCC?
 - c. Need 2 volunteers to help coordinate and judge: Darra and Gina
 - d. Marketing-video monitors around campus
 - e. Trying to secure funds from *PVCC Fund for Excellence*. You can donate to this fund in the campaign next month.
- 6. [National Assessment Week](#)**
- a. Monday April 1, 2024-Felicia will host Intellectual Standards and Rubrics Workshop 12:30-1:30 pm
 - b. Ideas for reaching out to your Division/Department or engaging students this week, ie: a class activity, handout, or mini discussion tool
 - c. Examples from Divisions for Daily Growl highlights
 - d. \$25 Virtual [Continuous Improvement Summit](#) -Embry Riddle
- 7. HLC 4.b Review -review and send feedback through google form.**
- a. Watch for email from accreditation team
 - b. Review 4.b and provide feedback in google form
- 8. Cocurricular Update- Student Life or Puma Tutoring Center**
- 9. Next Meeting Times: April 17**

Action Items			
Task	Team Members	Comments	Due Date
PLOs	Leonard, Felicia & Sandra	Be involved, closely, with Program Review process, assist with assessment and PLO mapping, give feedback, related to assessment, on Program Reviews	Ongoing
CoCurricular	Felicia, Leonard, Tereza, Mike	Student club survey and Puma Tutoring Center outcome measurement	May 30, 2024
Division Participation	All members	Ensure that Assessment is a topic on Division/Department agendas. Encourage faculty/staff in your area to participate in assessment of learning, document projects in GEA. Goal is 70% of RFP faculty will complete a General Education Assessment project.	Ongoing
Please Read	All reps	HLC Criteria , by the Numbers and The Role of Equity in Quality Assurance	

Opportunities for Professional Development

Assessment and the Arts: [The Guiding Principles for the Assessment of the Arts](#)

Embry-Riddle Aeronautical University invites you to attend the inaugural Continuous [Improvement Summit](#) held virtually on April 4.

We have attached the agenda, which include 48 sessions and a keynote by Dr. Laura Palucki-Blake, Associate Vice President of Institutional Research and Effectiveness. Attendees will also be invited to join the two keynotes on April 5 from Embry-Riddle's internal professional development featuring Dr. Natasha Jankowski and Dr. Joe Levy.

Please reach out with any questions. Registration is only \$25 and will include electronic access to recordings of all sessions through Zoom Events!

Register here: https://secure.touchnet.net/C20722_ustores/web/store_cat.jsp?STOREID=179&CATID=530&SINGLESTORE=true

[The Art of Meaningful Assessment Podcast](#)

ALT Meeting Agenda and Minutes

Meeting Name	Assessment for Learning Team (ALT)
Date	4/17/2024 Time: 3:00-4:00 pm
Location	M197

Meeting Purpose

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2023-2024 Assessment for Learning Team (ALT) Meeting Schedule

Spring: 4/17 Time: 3:00-4:00 pm, M 197

Meeting Agenda

1. Minutes from prior meeting were sent via email
2. Assessment updates
 - a. Assessment Lab April 29th, 1-3pm in E-148. Felicia, Leonard, and Sami will be there. [Sami will still be volunteering.](#)
 - b. Felicia & Leonard present to PLT 4-18 for official approval Program Review & Grad Analysis. [I shared](#)

with the committee what Felicia and I presented on; the new Program Review process and how it has been approved by ALT, Faculty Senate and now by the president of PV. I also shared with ALT the Grad Analysis document and some of the prominent information the study revealed.

- c. ePortfolio Competition and the *PVCC Fund for Excellence*, get the word out! I passed around flyers and encouraged reps to post the flyer in their Canvas classes, or pass out in PTC or Student Life. We also spoke about donating money to the Fund for Excellence and the last day to donate is May 3, 2024.
- d. A team from PVCC will be attending [AZ Transfer](#) April 25-26, Leonard and Felicia: Informed ALT that Felicia, myself and others from PV will be attending and that we can share what we learned at our next meeting.
- e. A team from PVCC will be attending the [HLC Conference](#) April 13-16
- f. Proposed [changes to HLC Criteria](#) now public and open for feedback. Asked ALT to read through the proposed changes and familiarize themselves with the new changes.
- g. Consistent ALT reps in fall: I asked all current reps to stay on ALT until Spring 25, so we can have consistency for our HLC visit. All reps agreed to stay on until next spring.

3. HLC 4.b Review -review and send feedback through google form.

- a. Watch for email from accreditation team: ALT members would like some practice before the HLC visit in October. Members would like to have a mock Q&A in August. However, we may need an additional meeting in May?
- b. Review 4.b and provide feedback in google form. Comments? ALT members had no comments to provide, but did ask team members to read the document before Summer to provide feedback.

4. Cocurricular Update- Student Life and/or Puma Tutoring Center (Mike Ho and Tereza Dominquez)

Mike reported out on Student Life and how some clubs have gathered information from survey forms.

Tereza gave an update about the PTC working on their Program Review, creating surveys to gather data, but also how the Supplemental Instruction is going in the Accounting classes. The results from this project will be able to be captured in her Program Review.

5. Next Meeting Times: August 2024 - may have two that month

Action Items			
Task	Team Members	Comments	Due Date
PLOs	Leonard, Felicia &, Sandra	Be involved, closely, with Program Review process, assist with assessment and PLO mapping, give feedback, related to assessment, on Program Reviews	Ongoing

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