



HARTNELL COLLEGE

**Outcomes & Assessment Committee
Meeting Minutes**

February 22, 2021 • 3:30 p.m. – 4:45 p.m.

Zoom: <https://cccconfer.zoom.us/j/98789484242>

Members

Name	Representing	Present	Absent
Dave Beymer	Faculty (PE/Kinesiology)	X	
Brook Foley	Faculty (Counseling)	X	
Toni Gifford	Faculty (Nursing)	X	
Guy Hanna	Classified (LLS&R)	X	
Sachiko Matsunaga	Dean (L&LSR)	X	
Liz Morales	Faculty (Business)	X	
Cheryl O'Donnell	Faculty (Business, CSS)	X	
Dan Petersen	Faculty (English)	X	
Lesha Rodriguez	Faculty (Art)	X	
Johnny Perez	Faculty (Math)	X	

Guests

Name	Representing	Present	Absent
Wendy Lampart	Chemistry	X	

CALL TO ORDER: The meeting was called to order at 3:33 p.m. by Cheryl O'Donnell. Meeting was conducted via Zoom due to the shelter-in-place order.

ACTION ITEMS:

1. **Approval of Agenda:** The 02.22.2021 agenda was approved as written.
2. **Approval of Minutes:** Minutes for the 02/08/21 meeting were approved.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Next Steps for Value Rubric Project

- a. The committee continued the discussion from the previous meeting regarding how to best approach next steps now that the elements for each of the Core Competency rubrics have been approved. The following decision was made:
 - i. Continue the project using a pilot approach with the Communication rubric. Reasoning behind starting with the Communication rubric is that many of the disciplines that will use this rubric to assess (ENG, COMM, SPA) are in Dr. Matsunaga's area (Languages, Learning & Support Resources).
 - ii. Dr. Matsunaga will use one of her Friday Optional meetings to present the rubric and solicit input from area faculty.

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

- iii. The rubric will be presented at the March 12th meeting at 2:00 p.m. Dr. Matsunaga will include it as an agenda item. Dan Petersen will present and Cheryl O'Donnell and Guy Hanna will attend the meeting as well.

2. **Committee Handbook Page**

- a. A continued review of the committee handbook page was conducted and finalized. The completed handbook page can be found at the end of the minutes. Changes made in the update included:
 - i. Updating the mission statement, vision statement, and values statements
 - ii. Updating the Strategic Plan Outcomes
 - iii. Changing membership to include the PPA Specialist as a designee of the IPR&E office
 - iv. Changing membership to include a steering committee
 - v. Changing the meeting time back to 3:00 – 4:30 p.m.
 - vi. Adding Academic Affairs Council and Student Affairs Council as groups to make recommendations to
 - vii. Addition of the Core Competencies as an area of responsibility
 - viii. Addition of ensuring the quality of outcomes for all levels as an area of responsibility

ADJOURNMENT: The meeting concluded at 4:47 p.m.

NEXT MEETING(S): March 8, 2021

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