**Washtenaw Community College**

**Joint Curriculum and Assessment Committee Minutes**

**Thursday, October 3, 2019; 2:00 pm – 3:30 pm; LA 263**

Curriculum Members: Lisa Veasey (Chair), Jennifer Baker, Marvin Boluyt, Scott Britten, Joy Garrett, Valerie Greaves, Rob Lowing, Kiela Samuels

Assessment Members: Shawn Deron (Chair), Jim Egan, Joy Garrett, Patricia Hill, Eva Samulski, Victor Vega, Jason Withrow (absent), Tom Zimmerman

Guests: Beth Marshall, Lisa Nelson, Sera Bird

## Minutes from the meeting of 9/26/19 were approved.

## Review agenda – Move CCP 122 assessment report to discuss with Beth Marshall.

## Announcements

## Discussion

1. Full Review – Both
   1. ANT 290 International Studies in Anthropology (NC) – recommended approval with suggested changes to course description and outcomes
2. Carryover from 9/26/19: Limited Review – Both
   1. GLG 114 Physical Geology (CC) – recommended approval with suggested clarification of standards of success and intended changes from last assessment report
   2. SUR 181 Surgical Procedures I Lab (CC) – recommended approval with suggested changes to description and clarification if any changes are needed based on the assessment report

1. Limited Review – Both
   1. BIO 212 Pathophysiology: Alterations in Structure and Function (3YR) – recommended approval with suggested changes to outcomes (higher-level verbs) and how assessment tools are assessed
   2. COM 101 Fundamentals of Speaking (3YR) – recommended approval with suggested change to sections assessed
   3. COM 210 Nonverbal Communication (3YR) – recommended approval with suggested changes to students assessed and assessment tools
   4. CUL 104 Baking Science (3YR) – recommended approval with suggested changes to rationale and description of assessment tools
   5. DRA 180 Theatre Appreciation: The World of Theatre (3YR) – recommended approval with suggested changes to description
   6. ECO 211 Principles of Economics I (3YR) – recommended approval with suggested changes to description, sections assessed, standard of success, and outcome language
   7. ENG 100 Introduction to Technical and Workplace Writing (3YR) – recommended approval with suggested change to description and assessment tools
   8. ENG 160 Introduction to Literature: Poetry and Drama (3YR) – recommended approval
   9. ENG 242 Diverse Children's Literature (3YR) – recommended approval with clarification of sample size in Outcome #2 and suggested changes to assessment tools
   10. ENG 245 Job Search Success Seminar (3YR) – recommended approval with suggested change to objective #15
   11. ESL 024 High Beginning ESL Grammar and Communication (3YR) – recommended approval
   12. ESL 128 Low Intermediate ESL Reading and Writing (3YR) – recommended approval
   13. ESL 134 Intermediate ESL Reading (3YR) – recommended approval
   14. FLM 160 American Film (CC) – recommended approval with suggested change to description and assessment tools
   15. GEO 101 World Regional Geography (3YR) – recommended approval with suggested changes to description
   16. GLG 103 Field Geology (CC) – recommended approval with suggested changes to outcomes and objective #4
   17. MTH 067 Foundations of Mathematics (3YR) – recommended approval with suggested changes to sections and students assessed
   18. MTH 192 Calculus II (3YR) – recommended approval with suggested changes to description
   19. PHY 122 General Physics II (3YR) – recommended approval with suggested changes to sections and students assessed and standard of success
   20. PHY 211 Analytical Physics I (3YR) – recommended approval with suggested changes to sections and students assessed and standard of success
   21. SUR 110 Introduction to Surgical Technology/Surgical Patient (3YR) – recommended approval
2. Carryover from 9/26/19: Informational Only – Curriculum
   1. ELE 284 Control Logic Programming (CI) – no concerns
3. Informational Only – Curriculum
   1. ASV 259 Diagnosis and Repair (CI) – no concerns
   2. ASV 263 Vehicle Performance (CI) – no concerns
   3. ASV 267 Alternative Powertrain Technology (CI) – no concerns
   4. CCC 290 Mobile Electronics (CI) – no concerns
4. Full Review – Assessment
   1. BOS 101B Intermediate Keyboarding (CAR) – good sample of students over multiple semesters, good plan to use midterm exams for appropriate class placement; suggestion to include areas for improvement identified by “outside” assessment in future assessment reports
   2. CCP 122 Essentials of Early Care and Education – I (CAR) – excellent dig into data especially considering the amount of data collected, good analysis of outcome effectiveness, great intended changes; suggestion to include all sections and attempt comparable assessment even if tools do not line up
   3. FLP 214 Hydraulic Circuits and Controls (CAR) – good description of tools and results; suggestion to clarify results in Outcome 1 and use up-to-date data for future assessments
   4. NCT 101 Introduction to Computerized Machining (CNC) – I (CAR) – suggestion to clarify assessed population, include percentages of students who achieved success in addition to average scores, and move intended changes to end of report
   5. NCT 110 Introduction to Computerized Machining (CNC) – II (CAR) - suggestion to clarify assessed population, include percentages of students who achieved success in addition to average scores, and move intended changes to end of report

**Adjournment**