**Washtenaw Community College**

**Joint Curriculum and Assessment Committee Minutes**

**Thursday, October 17, 2019; 2:00 pm – 3:30 pm; LA 263**

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

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

Guests: Anthony Terry, Don Werthmann, Lisa Nelson, Sera Bird

## Minutes from the meeting of 10/10/19 were approved.

## Review agenda –

1. Move BMG 101 3YR and PHO 117 to discuss with faculty present.
2. Courses with master syllabus and assessment report on the agenda will be reviewed together.

## Announcements

## Discussion

1. Limited Review – Both
	1. AUD 175 Digital Audio Workstations (CC) – recommended approval with suggested changes to outcomes and scoring method
	2. BMG 101 Entrepreneurship I: Finding Your Opportunity (3YR) – recommended approval with suggested changes to description
	3. ENG 211 American Literature I - Before 1900 (3YR) – recommended approval with suggested changes to description and objectives
	4. HST 230 History of the Holocaust (3YR) – recommended approval with suggested changes to description
	5. JRN 217 Introduction to Feature Writing (3YR) – recommended approval with suggested changes to scoring method (rubric)
	6. JRN 220 Introduction to Digital Journalism (3YR) – recommended approval with suggested changes to assessment plans and Outcome 2 language
	7. NUR 138 Nursing Concepts III (3YR) – recommended approval
	8. PLS 241 Guns, God and Ganja: U.S. Federalism (3YR) – recommended approval with suggested changes to description and clarification of rationale’s impact on syllabus update
	9. SOC 205 Race and Ethnic Relations (3YR) – recommended approval with suggested changes to description and who will score assessment
2. Informational Only – Curriculum
	1. MTH 181 Mathematical Analysis I (CI) – no concerns
3. Full Review – Assessment
	1. COM 210 Nonverbal Communication (CAR) – good review of previous report, nice breakdown and discussion of assessment data; suggestion to carry through Outcome 2 & 3 intended changes to the end of the report; attach data
	2. ENG 211 American Literature I - Before 1900 (CAR) – great dig into the data, excellent discussion of results including student strengths and weaknesses; suggestion to include standards of success used, remove comments about instructors, carry through the intended changes to the end of the report
	3. ENG 245 Job Search Success Seminar (CAR) – excellent job all around with clear and very helpful attachments; suggestion to consider assessing over multiple semesters if possible
	4. JRN 217 Introduction to Feature Writing (CAR) – insightful report with good review of previous assessment and great analysis of data to identify areas for improvement; suggestion to move discussion of data collection to intended changes
	5. MRI 130 MRI Physics II (CAR) – concise report with good breakdown of data by semester; suggestion to report standards of success based on number of students who achieved standard rather than overall averages
	6. MRI 160 MRI Advanced Imaging Procedures (CAR) – concise report with good breakdown of data by semester; suggestion to report standards of success based on number of students who achieved standard rather than overall averages and include intended changes at the end of the report
	7. NUR 138 Nursing Concepts III (CAR) – very thorough report, good explanation of assessment tools, nice discussion of results and intended changes; suggestion to clarify students assessed
	8. PHO 117 Introduction to the Studio (CAR) – nice attached rubrics and data, great descriptions of assessment tools, good analysis of results including strengths and areas for improvement with intended changes carried through; suggestion to remove letter grades from attachments

**Adjournment**