Minutes

Educational Effectiveness and Assessment Council Meeting			
	3.11.2020	10:00-11:30 a.m.	LIB N B131

Meeting called by	Veena Prabhu
Type of meeting	Monthly Meeting
Chairs	Jessica Dennis & Veena Prabhu
Note taker	Sara Johnson
Timekeeper	Sara Johnson

Attendees				
	☐ Adur, Shweta	☐ Fazzi, Diane	☐ Lanning, Nathan	☐ Sun, Chengyu
	☒ Ayran, Frangelo	☐ Garcia, Margaret	☒ Miller, Jennifer	☒ *Whitcomb, Laura*
	☐ Baaske, Kevin	☒ Garnet, Dustin	☒ Moon, Sunny	☐ Wong-Kim, Evaon
	☐ Brown, Karin E.	☐ Giarrusso, Roseann	☒ Pearce, Jade	☒ Wu, Karen
	☒ Bondad-Brown, Beverly	☐ Hafner, Anne L.	☐ Peppers, Marla	☐ Young, Angela
	☒ *Chang, Ya-Chih (Jilly)*	☐ Haras, Catherine	☒ Prabhu, Veena	☒ Yu, Alan
	☒ Chavez, Andrew	☐ Harris, Christopher	☒ Roberts-Corb, Carol	☒ Lim, Taffany
	☒ Choy, Jonathan	☒ Hillstrom, Mandy	☐ Seals, Dmitri	☒ Houston, Rika
	☒ Dennis, Jessica	☐ Kuo, Jim	☒ *Smolter, Nicole*	☒ Johnson, Sara
	☐ Dong, Jianyu (Jane)	☐ Kuroke, Yusuke	☒ Subrahmanyam, Kaveri	

1. Call to Order

The meeting was called to order at 10:04 a.m.

2. Approval of Minutes

Presenter	Veena Prabhu
Discussion	• Minutes approved from 2.12.2020 meeting
Conclusions	M/S/P-Jessica Dennis & Laura Whitcomb

Action Items	Person Responsible	Deadline
N/A		

3. Announcements and Reports

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Presenter	Veena Prabhu
Discussion	A. Reminder-Assessment Faire scheduled for Friday, April 17, 10am-1pm, GE Ballroom 3 • Webinar possibility-pending B. Assessment Ambassador Awards (Nominations due date: March 24, 2020). Selected ambassadors will receive a $150 award C. 2020-21 Assessment Mini Grant Awardees RFP –Will be sent out, with awardees being notified before the end of Spring 2020
Conclusions	A. Status of Assessment Faire pending due to email from President Covino 3.10.20

Action Items	Person Responsible	Deadline
A. Status of Assessment Faire in April B. 2020-21 Mini Grant RFP	Veena Prabhu	

4. Center for Engagement, Service, and the Public Good	
Presenter	Taffany Lim and Rika Houston
Discussion	• Senior Director, Taffany Lim, and Rika Houston, Faculty Director, from the Center for Engagement, Service, & the Public Good presented *Educational Effectiveness and Assessment Council Presentation* • Discussed Community Engagement Liaisons. Possible partnership with Liaisons and CACs

Action Items	Person Responsible	Deadline
N/A		

5. EEAC Graduate Studies Working Group: Report on Rubrics to Assess Graduate Learning Outcomes	
Presenter	Andrew Chavez
Discussion	• A. Chavez presented reported on the rubrics to assess graduate learning outcomes from the EEAC Working Group Grad Studies • There next meeting with focus on thesis and comps • Suggestions: minimize GradLOs to 4 instead of 9; working with grad programs with GLO reports; working with CACs and EEAC on GradLOs

Action Items	Person Responsible	Deadline
N/A		

6. Fall 2020 Annual Assessment Retreat: GE Outcomes	
Presenter	Jessica Dennis
Discussion	• The theme for the Fall Retreat will focus on GE outcomes • Details about the format of the workshops—to be discussed at next meeting

Action Items	Person Responsible	Deadline

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7. Best Practices in Assessment	
Presenter	Jilly Chang & Diane Fazzi
Discussion	• J. Chang presented the assessment work in CCOE, titled *Charter College of Education Assessment Task Force (ATF)* • Discussed the work of the CCOE Assessment Tasks Force (ATF) to improve fieldwork using a Fishbone Activity (PLAN)

Action Items	Person Responsible	Deadline
N/A		

8. Culture of Assessment	
Presenter	Jessica Dennis
Discussion	• J. Dennis presented on the work of assessment in the psychology and Child & Family studies departments

Action Items	Person Responsible	Deadline

9. EEAC working groups: Update by	
Presenter	N/A
Discussion	A. Diversity and General Education—Jessica Dennis, Dustin Garnet & Kaveri Subrahmanyam B. Information Literacy—Next meeting C. Online/Hybrid Assessment and CETL— Next meeting D. Student Life—Next meeting E. Graduate Studies—see agenda item #5 Updates on the working groups will be tabled until next EEAC meeting.

Action Items	Person Responsible	Deadline

10. Next Meeting	
Presenter	Veena Prabhu
Discussion	A. Will follow up about the next EEAC meeting currently scheduled for April 8, 10:00-11:30, Library Community Room. B. Please completed Doodle poll to schedule May EEAC meeting

Action Items	Person Responsible	Deadline
Doodle	Sara Johnson	Completed

5. Future agenda items	
Presenter	

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Discussion	a. Equity-minded Assessment b. Report from Institutional Effectiveness on surveys c. Institutional Review Board (IRB) guidelines handout d. Career Center update		
Conclusions	N/A		
Action Items		Person Responsible	Deadline
Status of EEAC Meeting on an online platform-pending May Meeting Doodle		Veena Prabhu Sara Johnson	
6. Adjourn			
The meeting was adjourned at 11:35 a.m.			