

ASSESSMENT COMMITTEE
MEETING ON APRIL 24, 2025 AT 1:00 P.M., DON 131
MINUTES

Helena College Mission: Helena College Supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.

Assessment Committee Mission:

Attendees

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| <input checked="" type="checkbox"/> Jessie Pate (Chair) , Director of Institutional Research & Effectiveness | <input checked="" type="checkbox"/> Deb Rapaport , Director of Nursing |
| <input checked="" type="checkbox"/> Amy Kong , Director of eLearning & Faculty Development | <input checked="" type="checkbox"/> Sophia Romanic , eLearning Specialist & Developer |
| <input type="checkbox"/> Dave Jones , Automotive Instructor | <input type="checkbox"/> Laura Senn , Nursing Instructor |
| | <input checked="" type="checkbox"/> Joyce Walborn , Mathematics Instructor |

Priorities for AY2425

1. Establish a shared understanding of the purpose of learning outcomes assessment
2. Identify the most appropriate location for all learning outcomes to be published
3. Develop a sustainable and comprehensive process for assessing student learning at the program and institutional level. Ideally, this will include a plan for reviewing the learning outcomes at all levels on a regular schedule.

Agenda

1. We *are* getting eLumen. Just taking time going through procurement. Still hoping we can start implementation this summer.
 - a. If implementation is done by fall, then we can identify volunteers to pilot learning outcomes assessment in AY25-26. Fall would be training and setting up course(s), spring would be assessed.
 - b. Hoping for one from each area (gen ed, trades, technical programs).
 - i. Laura has volunteered to do one of her courses.
 - ii. Keri and Veronica have agreed to do at least one course.
 - iii. Still looking for trades, but Jessie has reached out.
 - c. Question about functionality: If an assessment is attached to an outcome in one semester, will it be attached each subsequent semester? We are thinking it won't for courses that use external platforms like Pearson, but it might for things built into the shell.
 - d. Amy will be gone 3 weeks in June, but Sophia will be here.
2. Curriculum mapping
 - a. Jessie has created maps for all trades programs, and all faculty think they can do it before summer.
 - b. Gen Ed areas also have maps. Robyn is working with faculty to complete maps. Not sure of what will be done before summer.

- c. Nursing doesn't have a map, because their mapping is solid, but Deb would like a file like these for Nursing.
 - d. Cosmo, IT, and A&B can likely be tackled in early summer.
3. Future of committee
- a. Next year: ILO update – form a work group to lead efforts to update ILOs. Ask for volunteers from Faculty Senate and staff/directors
 - b. Write a manual of student learning outcomes assessment (timeline, expectations, differences between different areas, etc.)?
 - c. At least one more year – continue to establish process, expectations, and explore future roles, such as overseeing the process, evaluating assessment results on an annual basis.
 - d. eLearning will likely serve as trainers for using eLumen to do learning outcomes assessment. Probably regular trainings and options for one on one/open labs.
 - e. No meetings over summer. Jessie, Amy, and Sophia will be ready to implement eLumen when it passes procurement. Jessie will continue working with Robyn, Deb/Sevda, and Dawn to get all curriculum maps updated and ready to add to eLumen.
 - f. Joyce is done after today, Kim F will join in fall. Deb is done, unsure if Sevda will be interested. We think Laura agreed to stay, but Jamie or Courtney may be interested. Dave is unsure.