

NORTHERN New Mexico College



CLASs Committee Meeting
IR Conference Room
Agenda & Minutes

9/28/17 from 2- 3 pm

Present:

College	Member AY 2017/2018
College of Nursing and Health Sciences	Dr. Ana X Gutierrez Sisneros
College of Arts and Sciences	Joaquin Gallegos for Dr. Sushmita Nandy
College of Engineering and Technology	Dr. Jorge Crichigno
College of Business	Dr. Jee Hwang
College of Education	TBD in the future
Office of Institutional Research	Tamara Trujillo

1. The committee will provide two workshops to new faculty on Cultural Sustainability and Information Competency Rubrics on the following Fridays: 10/20/17 and 10/27/17.
 - We will providing a one hour workshop on both days regarding Cultural Sustainability and Information Competency and Research Rubrics.
 - On each day (10/20 and 10/27) - Cultural Sustainability Rubric Workshop will take place from 2-3 pm and an Information Competency and Research Rubric from 3:30 - 4:30 pm.
 - Ask Provost for snacks i.e. coffee, water, doughnuts, and fruit.
 - Teams of 2 persons per rubric - they should meet at least once before training to make sure they create an agenda and review workshop materials in advance.
 - **Cultural Sustainability Rubric Team:**
Dr. Jee Hwang and Future Dr. Ana X Gutierrez Sisneros
 - **Information Competency and Research Rubric Training Team:**
Joaquin Gallegos and Dr. Steven Cox

- We have resources as we provided training during the spring 2017 semester.

- **Questions- Should we develop an instrument for rubric?**

Make we consider an option for students not to be assessed twice?

2. We will review the assessment section of our Higher Learning Commission Interim Report.

- Tamara will share a google document with the assessment section of the report.

- **Feedback from CLASs Committee Members due by 10/20/17**

3. We will analyze Communication and Critical Thought Rubric data from the spring 2017 semester.

We can incorporate our analysis and suggestions into our Higher Learning Commission Interim Report which will be due at the end of October but no later than mid-November. We will share our committee analysis and suggestions during our NNMC Curricular Assessment Day in the spring of 2018.

- Share with committee the surveymonkey data - make them surveymonkey collaborators.

- **Analysis due by: We will determine on 10/17/17, at our next meeting**

4. We will plan for the NNMC Curricular Assessment Day to take place on February 16, 2018:

- We need to create the agenda and facilitate this event for our colleagues.

- **Agenda due by: TBD**

5. Determine logistics for our future committee meetings:

- Bi-monthly (dates and time) 2:30 -3:30 on Tuesday

- **Next meeting 10/17 -**

- Jorge will be unable to make as he will be in Idaho

- Question- Do we need someone else from humanities and arts represented on the committee?