



Minutes

Programs Assessment

📅 Thu February 17th, 2022

🕒 1:15pm - 2:30pm PST

📍 ASI Boardroom - Titan Student Union

👥 In Attendance

1. **Call to Order**

Morgan Diaz, Programs Assessment Committee Chair, called the meeting to order at 1:20 pm.

2. **Roll Call**

Members Present: Arnwine, Diaz, Palacay, Santana

Members Absent:

Liaisons Present: Nettles, Mitchell**

Liaisons Absent:

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

Mitchell arrived at 1:30 pm.

3. **Approval of Agenda**

Decision: (Palacay-m/Santana-s) The agenda was approved by unanimous consent.

4. **Approval of Minutes**

None

There are no minutes to approve.

5. **Public Speakers**

Members of the public may address Programs Assessment Committee members on any item appearing on this posted agenda.

There were no public speakers.

6. **Reports**

a. **Chair**

Diaz, Programs and Assessment Chair, reminded members that orientation for elections is this Friday.

Diaz and Aquino had their tabling event and were able to meet and assist students this past week for COTA.

b. **Director, Student Government**

Nettles reminded the members to remain impartial during the Elections process that is currently active.

Nettles reminded them to be cautious of supporting candidates while working in their student leader role.

Nettles requested them to not openly promote a candidate while in their student roles.

Nettles told the Committee to report any infraction within 24 hours of it happening and asked the Committee to not interpret the rules themselves; when students have questions refer them to the request form on the website.

7. **Unfinished Business**

None

There is no unfinished business.

8. **New Business**

a. **Discussion: Review of Program Assessment Committee Plan for Spring 2022**

The Committee will discuss the Program Assessment Plan for Spring 2022.

Diaz yielded the floor to Nettles who shared a presentation regarding Programs and Assessments.

The presentation is an attachment to the minutes.

Nettles shared that they have been working to refine the Programs and Assessments goals and capacity.

Nettles shared the needs of the Committee and reviewed the plans that have been made for Programs and Assessments.

Diaz requested a short recess at 1:30 pm while the computer performed a forced reset during Nettles's presentation.

Committee recess ended at 1:32 pm and Diaz yielded the floor back to Nettles who continued her presentation.

Nettles shared the content of the Program Review/Presentation process.

Nettles shared the Programs and Assessment plan for the Spring '22 Semester. The plans included having Scholarships present this March and Titan Bowl and Billiards presenting in April.

Nettles shared the future plan for the Academic Year.

Diaz opened the floor to questions. There were no questions.

Diaz opened the floor to discussion.

Nettles encouraged Members to ask questions to help drive the process.

9. **Announcements/Member's Privilege**

Diaz thanked Leo Young, Assistant Director for Assessment and Effectiveness, for his training and education relating to the assessment process.

10. **Adjournment**

Diaz, Chair, adjourned the meeting at 1:42 pm.

Morgan Diaz, Programs Assessment Committee Chair

Crystaal Washington, Recording Secretary

Roll Call 2021-2022

02/17/2022 PROGRAMS ASSESSMENT Committee Roll Call

Attendance	Board Members			
			Present	Absent
HSS	ARNWINE	MARCUS	1	
CHAIR/ SECRETARY	DIAZ	MORGAN	1	
NSM	PALACAY	NADINE	1	
COMM	SANTANA	TORI	1	
			Present	Absent
			4	0

Attendance	Liaisons			
			Present	Absent
PRESIDENT	MITCHELL	JOSHUA	1	
DIRSG	NETTLES	ASHA	1	
			Present	Absent
			2	0

*Recording Secretary: Crystaal Washington

Mitchell arrived at 1:29 pm

Approved by the ASI Board of Directors, May 3, 2022:


 Morgan Diaz, Board Secretary


 Susan Collins, Recording Secretary

Program Assessment Committee

Program Review Plan

Need(s):

- Way for the Board members and Program Assessment Committee to learn about the organizations' programs and services
- Program Assessment Committee to engage in a regular review of the organizations' program and services and provide feedback moving forward

Content of Program Review Presentation

- Purpose of program/service
- Program Outcomes and/or objectives ¹
 - Program outcomes examine what a program or process is to do, achieve, or accomplish for its own improvement and/or in support of institutional or divisional goals: generally numbers, needs, or satisfaction driven. They can address quality, quantity, fiscal sustainability, facilities and infrastructure, or growth.
- Learning Outcomes and/or objectives
 - Learning outcomes are measurable statements of the knowledge, skills, attitudes, and habits of mind that students acquire as a result of a learning experience. ²
- Current Program Budget
- Opportunities for Growth
- Trends in that Area
- Information on recent assessments (ex: customer satisfaction, workshop feedback, etc)

Plan for Spring 2020 Semester

- Two identified programs and services:
 - ASI Scholarships (March 2022 Meeting)
 - Titan Bowl and Billiards (April 2022 Meeting)

Future Planning for an Academic Year

- Selection of 4 program/service area
- Scheduled for October, November, March and April
- Advisor and Chair will work with the program lead with questions from the committee
- Chair will provide the Board of Directors a full review of all 4 at the end of the year

¹ <https://scl.cornell.edu/staff/assessment-and-planning/outcomes/program-outcomes>

² <https://scl.cornell.edu/staff/assessment-and-planning/outcomes/learning-outcomes>