Meeting Agenda

1. Updates
   - Assessment, Evaluation, Organizational Development
     Gelsey
     - (A & E Graduate Assistant) has officially accepted Project Assistant position at San Diego Mesa College’s Office of Career Technical Education

2. 2018 Baseline Audit
   - Topics Discussed/Results
     Gelsey
     - Number of units utilizing baseline services in 2018: N = 23
     - Total number of surveys disseminated in 2018: 145
     - Number of units seeking student identifiable information: 11 (45%)
     - Fun survey facts
       - Unit with the highest number of surveys distributed in 2018: OASIS (23)
       - Unit with the lowest number of questions within a survey: OASIS (3)
       - Unit with the highest number of questions within a survey: Athletics (122)
       - 49/145 (34%) of surveys had 30-122 questions
     - Popular variables measured
       - Level of satisfaction and enjoyment
       - Level of knowledge before and/or after program or service
       - Outreach methods (how did you hear about this workshop/event?)
       - Areas of improvement/feedback
       - Number of past workshops/events/programs attended
       - Level of on-campus involvement/utilization of resources
       - Reason for attendance/participation

   - Additional Discussion
     Marlene
     - Campus Labs
       - Ensure survey questions are in line with strategic plan
       - Decrease the total number of annually distributed surveys
         - Shift to adopting different types of assessment methods (i.e. surveys, diagrams)

3. Program Review (PR)
   - Introduce narrow PR to the division
     - Rather than assess units as a whole, assess specific program, services, or components of unit
   - Discussion of engaging in PR rotation (ex. 5 reviews over a one year period)
   - A & E workgroup may provide some oversight of in PR processes

Upcoming Meetings - All meetings are from 11am-12noon in the VCSA Conference Room