

# Assessment Committee Report 10/9/19

## Training

- Various sessions (9/11, 9/17, 9/30) with faculty to help with Assessment Report in Program Review
- One workshop (9/13) during New Faculty Seminar for new/returning faculty on BC assessment process and entering SLO assessment data in eLumen
- One workshop (9/20) for AC Co-Chairs on Canvas-eLumen integration for SLO assessment
- One workshop (9/27) for small faculty pilot group on Canvas-eLumen integration for SLO assessment

## Accomplishments

- Committee Charge reviewed and approved by Academic Senate (9/25) and College Council (10/4)
- 2018-19 assessment plans archived on AC website (9/26)
- Spring 2019 eLumen SLO Assessment Survey results reported out to Assessment Committee (9/27) and Academic Senate (10/9)
- SLO mapping form approved by Curriculum Committee (10/3) to embed in curriculum workflow in eLumen
- SLO/PLO review in eLumen (as of 10/4):
  - 124 courses and 10 programs reviewed by AC Members

## Future Work

- Re-map learning outcomes (SLO-PLO, SLO-ILO, SLO-GELO) for courses/programs revised effective Summer 2019
- Update assessment plans for 2019-20 and post to AC website
- Closing of the loop by providing feedback to programs who submitted Assessment Report in Program Review
- Increase number of drop-in sessions near end of semester for faculty to enter SLO assessment in eLumen
- Implement SLO-ILO and AUO-ILO integration with Dean Waller
- ILO study

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### Assessment Committee Goals for 2019-2020

Goal 1: Provide the knowledge and training necessary to create, regularly assess, and report student learning outcomes (SLOs & PLOs).

- Linked to ACCJC I.B.1, I.B.2, I.B.5, I.B.8, II.A.1
- Linked to BC Strategic Goals 1.8

Goal 2: Supports collecting and reviewing of assessment data and facilitates organizing processes to support student learning.

- Linked to ACCJC I.B.4, I.B.5, I.B.8, II.A.3
- Linked to BC Strategic Goals 1.8

# eLumen SLO Assessment Survey 2019 Overview

A survey asking questions regarding faculty's experience using eLumen for entering SLO assessment data was available in April 2019 for one week. The survey was sent out to bc\_faculty and bc\_adjunct listservs. There were 83 responses, with an approximate 9.2% response rate. Of those who responded, 70% identified as full-time faculty and 83% work at the Panorama main campus.

Results by question are available through Tableau with the ability to disaggregate data:

<https://public.tableau.com/profile/almalivingston#!/vizhome/shared/4TPQDZHQF>

Results by question and common themes by comment are attached to this overview.

## Insights:

- 76% of respondents used eLumen to enter SLO assessment data
- 77% of respondents accessed eLumen through InsideBC
- 75% of respondents reported entering SLO assessment data in eLumen in an hour or less, where 81% of respondents agreed it took a reasonable amount of time
- 87% of respondents entered SLO assessment data for 2 or more sections (CRNs)
- Majority of SLO assessment data is entered as collective
- 66% of respondents agree eLumen is easy to use with a good interface and 79% of respondents agree eLumen is an effective tool for recording SLO assessment data
- Majority of respondents prefer trainings that are small group sessions within department, FLEX workshops, and drop-in sessions, with the most preferred method being handouts/videos
- SLO assessment workshops and online handouts/videos are useful training tools and 76% users feel adequately trained to use eLumen for SLO assessment

## Challenges:

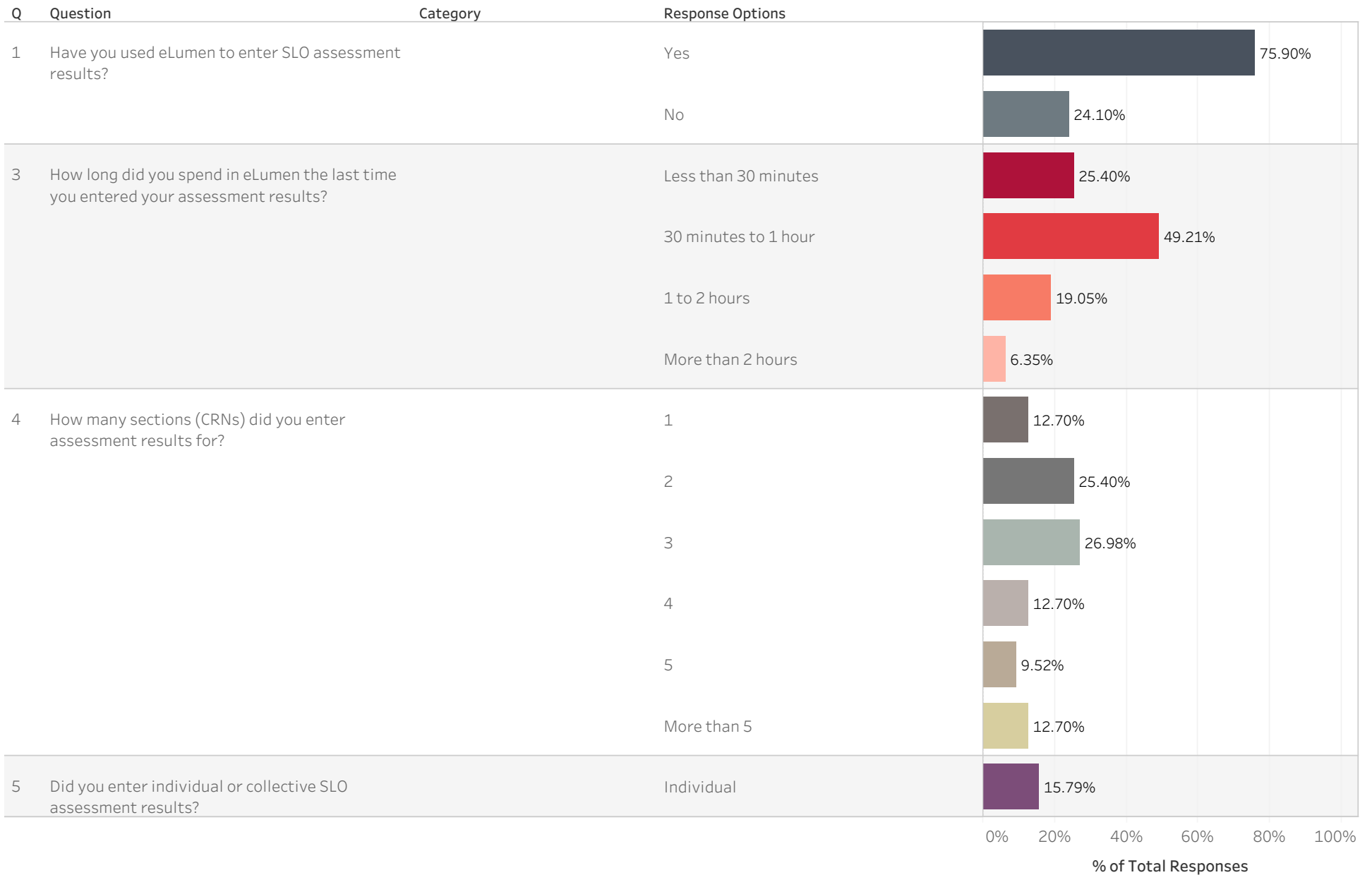
- Some respondents do not use eLumen or know what it is used for (not universally utilized)
- Some respondents do not report their own SLO assessment data, passing it off to someone else
- eLumen is not used frequently, so it is easy to forget how to use the system
- eLumen can be difficult to navigate

## Considerations for Change:

- User suggestions for improvements include ability to flag/delete incorrect information and ability to interface with Canvas
- Training seems to be mandatory for first-time users and needs to be readily available as a refresher. Establishment of training for new faculty and setting up routine reminders of resources for all faculty early in the semester to help set up assessments and towards the end for entering data. Provide several SLO assessment workshops during flex weeks, last couple of weeks of each semester, and during finals weeks
- Create and send follow-up survey on assessment processes and practices

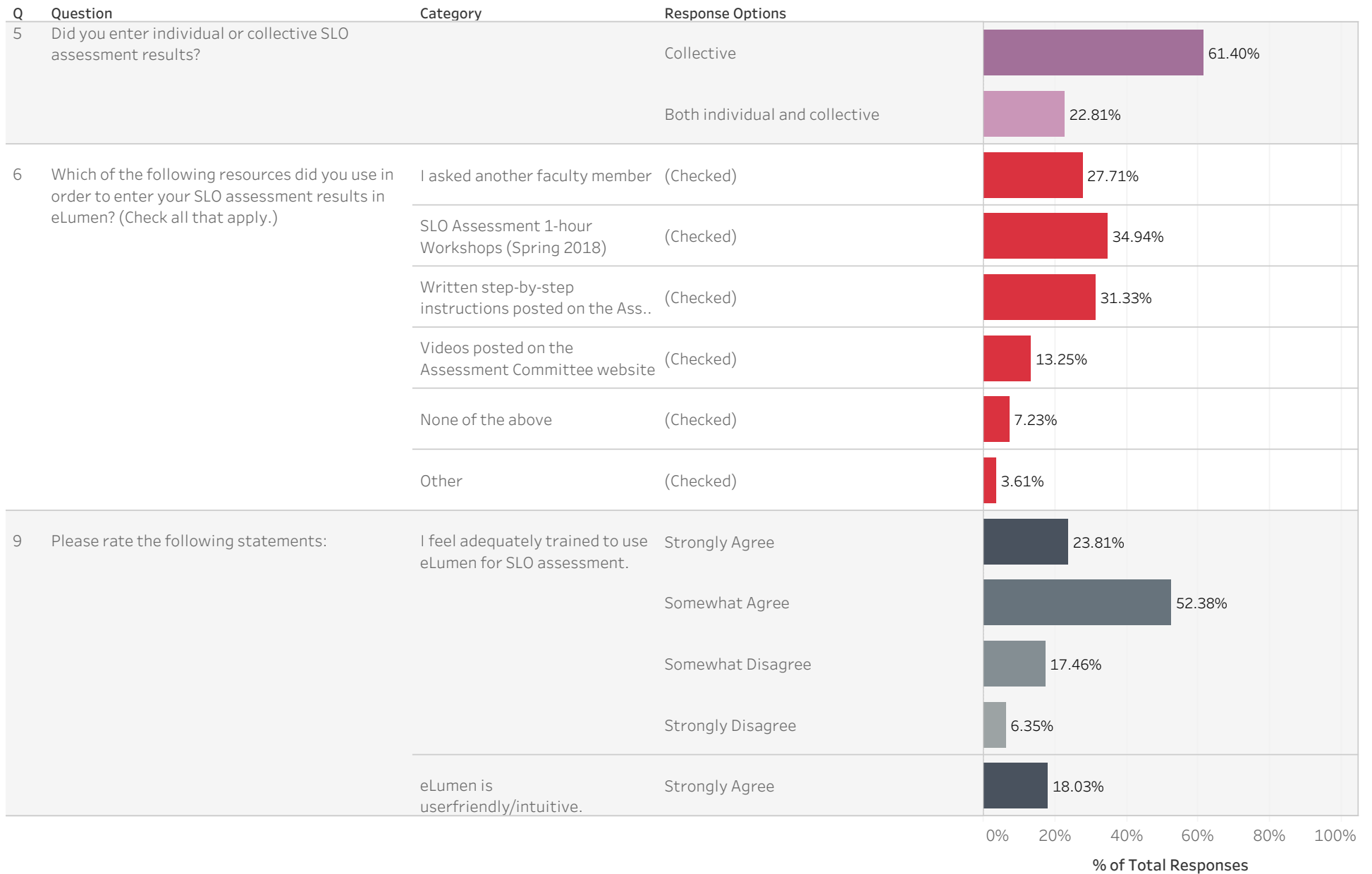
# eLumen SLO Assessment Survey 2019

(Non-comment fields only)



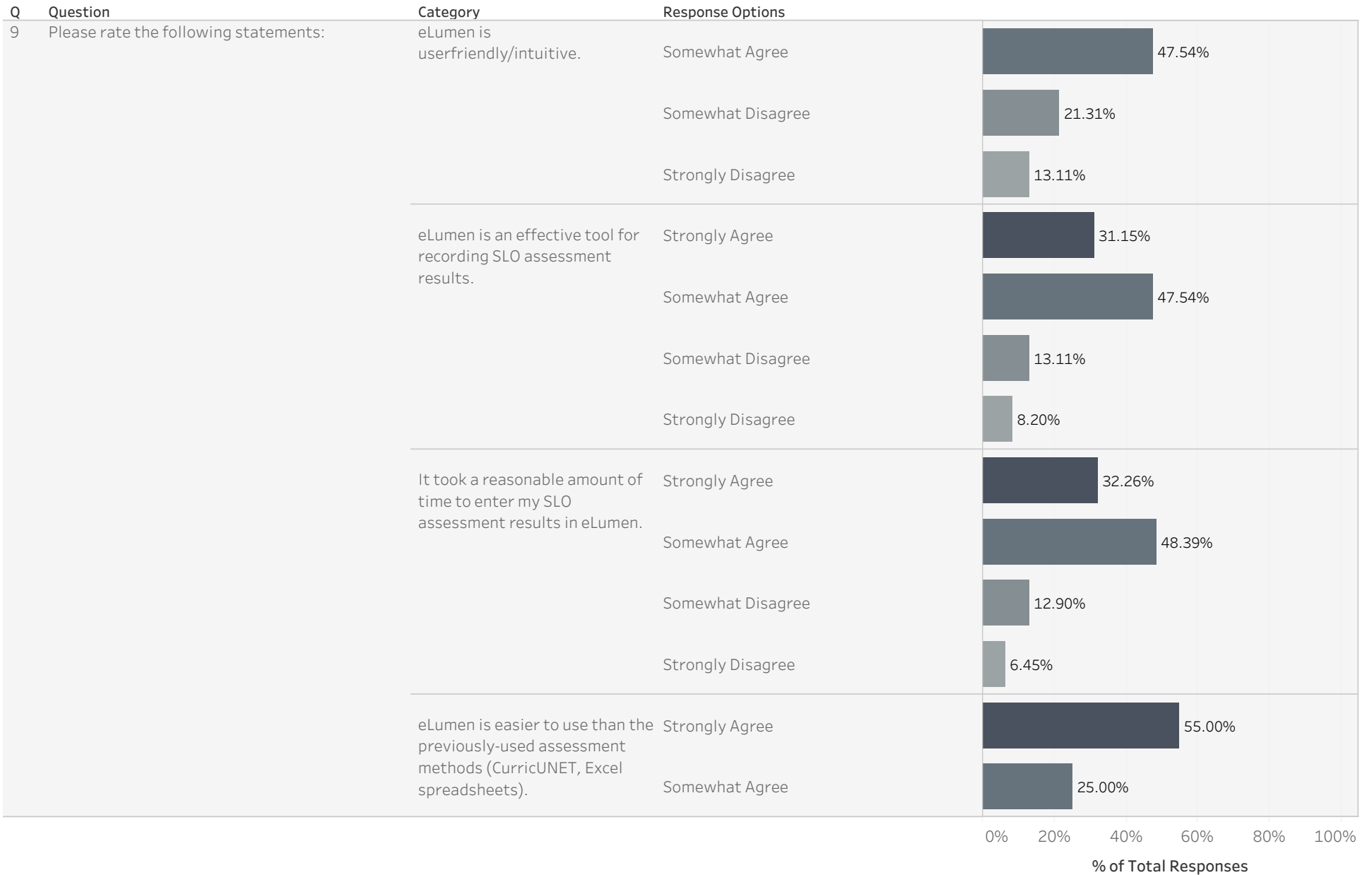
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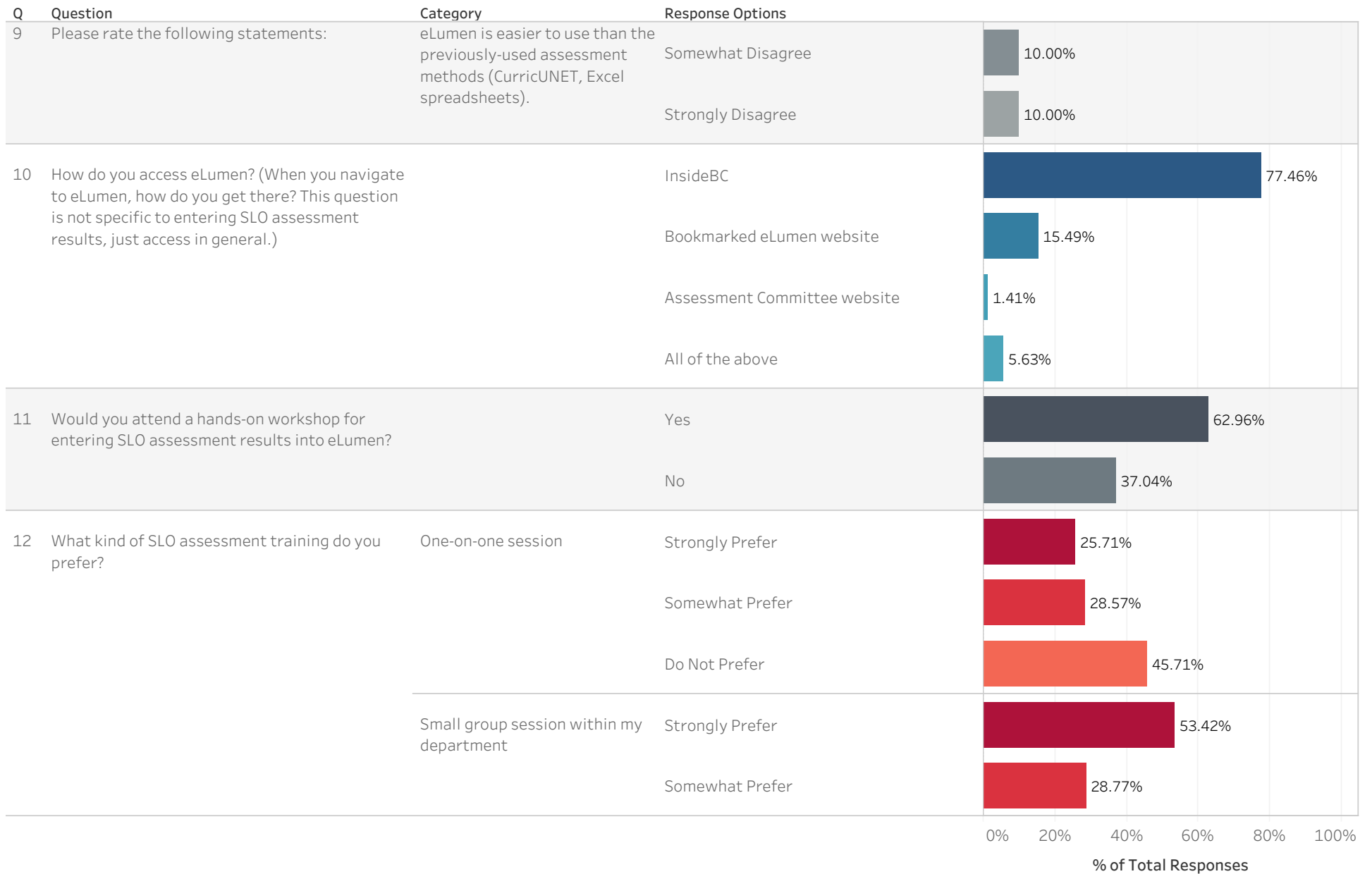
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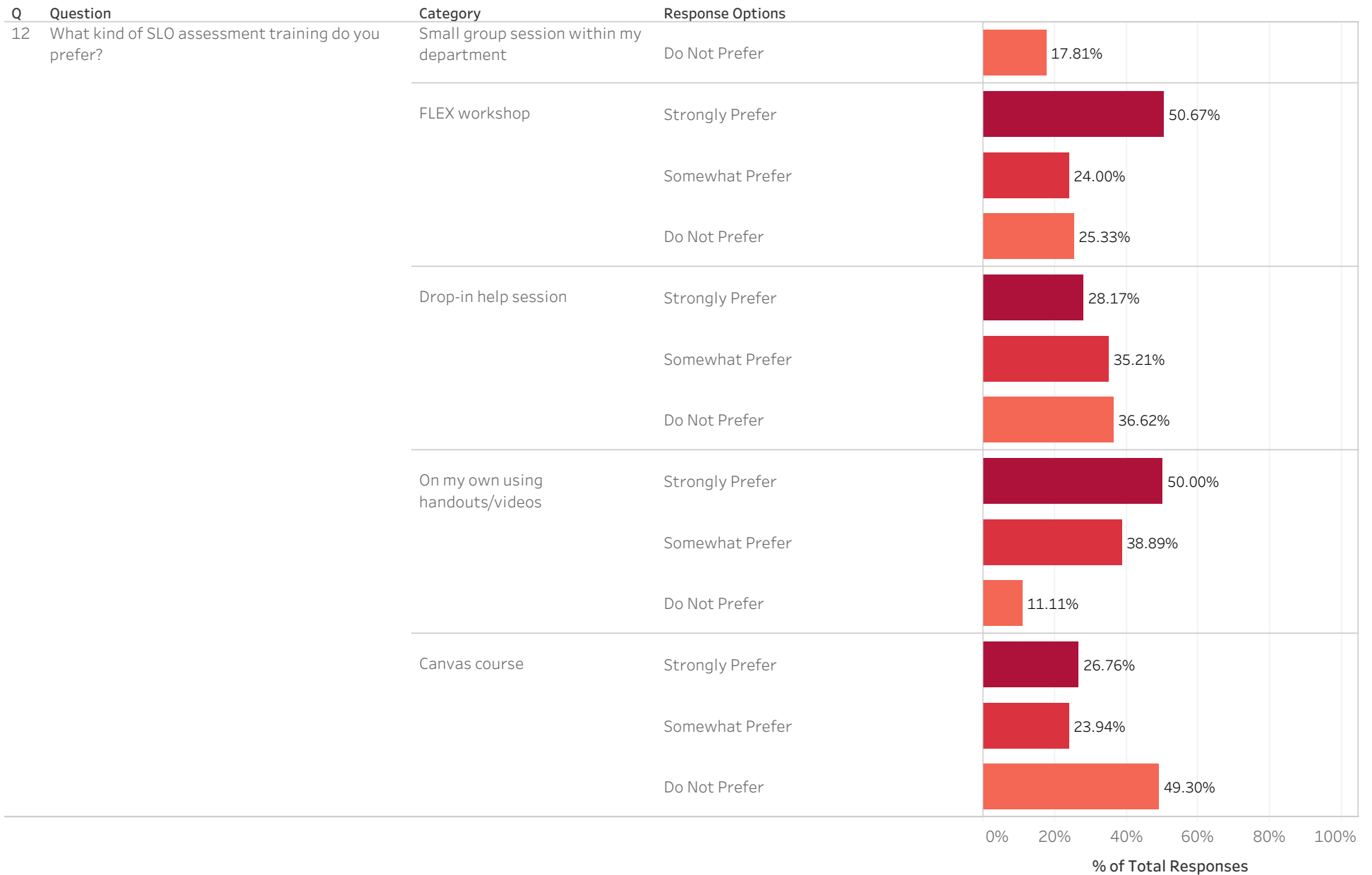
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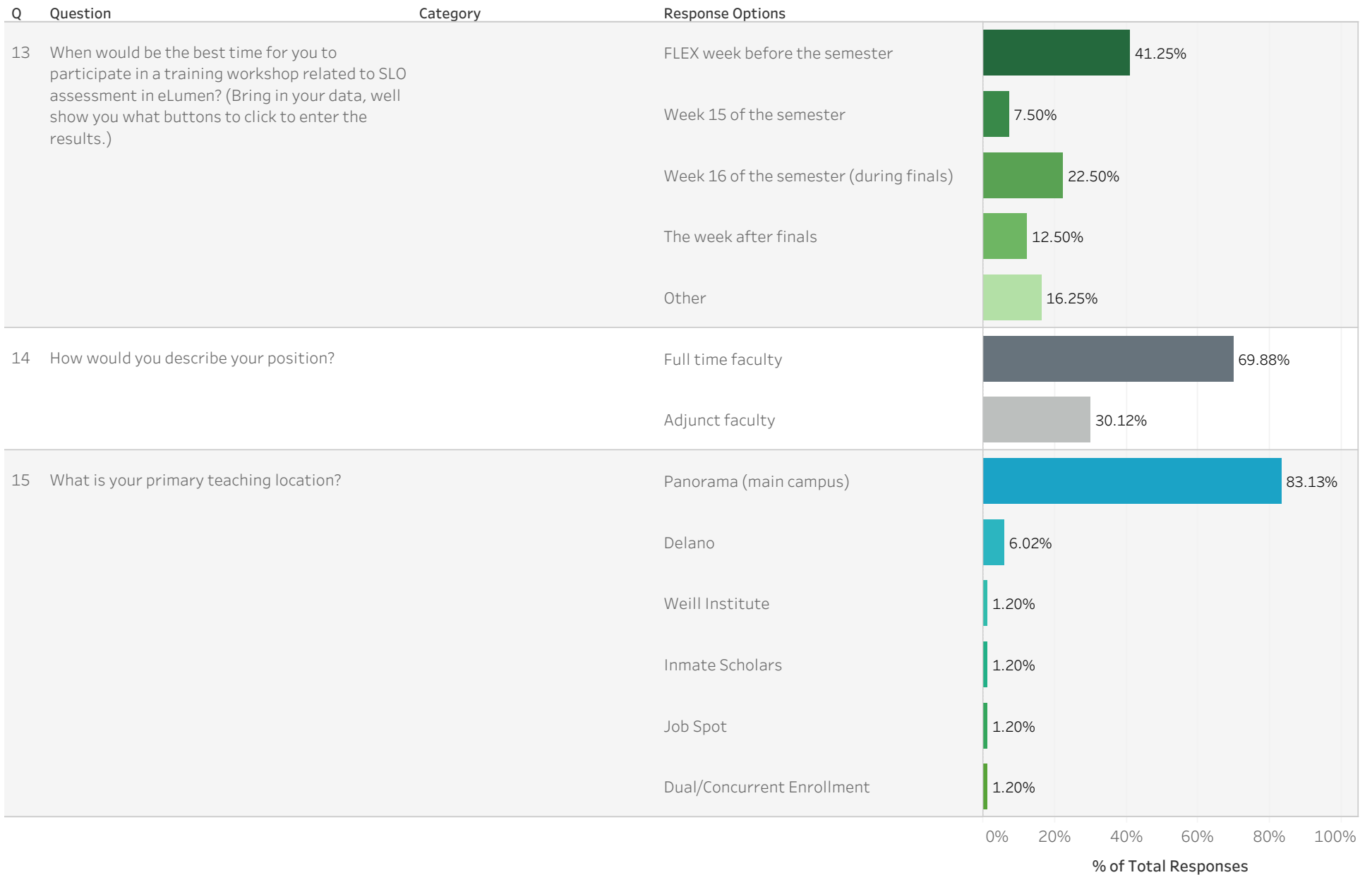
## eLumen SLO Assessment Survey 2019

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# eLumen SLO Assessment Survey 2019

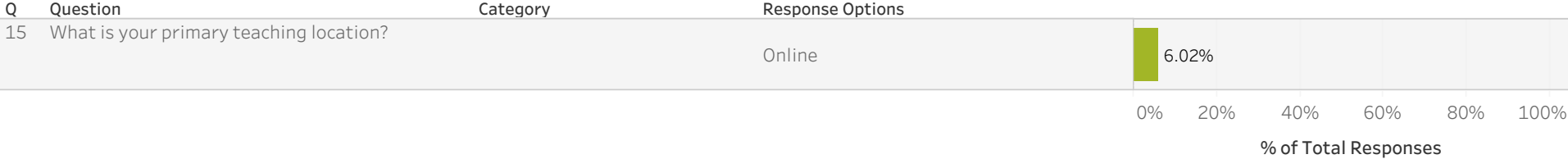
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# eLumen SLO Assessment Survey 2019

(Non-comment fields only)



## eLumen SLO Assessment Survey 2019

### Comments – Common Themes

2. Please explain why you have not used eLumen to enter SLO assessment results.

(This question was shown only to respondents who answered “No” to Question 1: Have you used eLumen to enter SLO assessment results?)

#### Common Themes:

- 16 total comments
- **Did not know what eLumen is/does:** 7 comments
- **Beyond professional or contractual obligations/time constraint:** 3 comments
- **SLOs are completed by someone else:** 2 comments
- **Technical issues or confusion:** 2 comments

Comment	Theme(s)
1. I am not administration, nor am I concerned with data sets.	
2. I did not know about it. [Redacted]	<ul style="list-style-type: none"> <li>• Did not know what eLumen is/does</li> </ul>
3. I do not know what it is.	<ul style="list-style-type: none"> <li>• Did not know what eLumen is/does</li> </ul>
4. Lazy.	<ul style="list-style-type: none"> <li>• Beyond professional or contractual obligations/time constraint</li> </ul>
5. I am not familiar with it. I haven't ever heard of it.	<ul style="list-style-type: none"> <li>• Did not know what eLumen is/does</li> </ul>
6. I was never told about it by my chair. [Redacted]	<ul style="list-style-type: none"> <li>• Did not know what eLumen is/does</li> </ul>
7. Our department works together to compile SLO assessments	<ul style="list-style-type: none"> <li>• SLOs are completed by someone else</li> </ul>
8. It "kicked me out" and then I could not log in; I was never able to complete the form.	<ul style="list-style-type: none"> <li>• Technical issues or confusion</li> </ul>
9. Unfamiliar with Elumen	<ul style="list-style-type: none"> <li>• Did not know what eLumen is/does</li> </ul>
10. Not required by CCA/KCCCD Contract.	<ul style="list-style-type: none"> <li>• Beyond professional or contractual obligations/time constraint</li> </ul>
11. I have never been directed to do so.	<ul style="list-style-type: none"> <li>• Did not know what eLumen is/does</li> </ul>
12. department chair would request information and he/she would enter on my behalf	<ul style="list-style-type: none"> <li>• SLOs are completed by someone else</li> </ul>

13. setting aside time to complete yet another task is difficult	<ul style="list-style-type: none"> <li>Beyond professional or contractual obligations/time constraint</li> </ul>
14. When I attempted to submit it looked like I would be erasing the prior assessment and I didn't feel comfortable overriding someone else's work.	<ul style="list-style-type: none"> <li>Technical issues or confusion</li> </ul>
15. Submitted SLO digital document in the past.	
16. Did not know about it	<ul style="list-style-type: none"> <li>Did not know what eLumen is/does</li> </ul>

6. Which of the following resources did you use in order to enter your SLO assessment results in eLumen?  
(Check all that apply.)

- Comments below are from respondents who marked “Other”
- 3 total comments
- No common themes

<b>Comment</b>
1. Written step-by-step instructions posted by the Counseling Department
2. Click and see what happens.
3. workshop in fall of 218

7. What is the easiest part of using eLumen?

**Common Themes:**

- 44 total comments, Some comments have multiple themes
- **Easy to use/Good interface:** 24 comments
- **Populated fields, elements, and archive:** 9 comments
- **Convenient/Easy to access:** 9 comments
- **Built-in features:** 4 comments
- **Training was necessary:** 3 comments
- **Not easy to use:** 2 comments

Comment	Theme(s)
1. Easy access to the site	<ul style="list-style-type: none"> <li>• Convenient/Easy to access</li> </ul>
2. Once it was demonstrated while I was entering data, then I could follow, but the step-by-step process is very important to know.	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> <li>• Training was necessary</li> </ul>
3. It is easier to enter it in myself as opposed to what we used to do, which was to report it to an SLO Leader and then have them compile the results to report. And, I can enter in the results as soon as I have them.	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> <li>• Convenient/Easy to access</li> </ul>
4. The CRNs are already in the system	<ul style="list-style-type: none"> <li>• Populated fields, elements, and archive</li> </ul>
5. Easy to access and use	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> <li>• Convenient/Easy to access</li> </ul>
6. everything in one place	<ul style="list-style-type: none"> <li>• Populated fields, elements, and archive</li> </ul>
7. Finding my courses and entering the numbers.	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> <li>• Populated fields, elements, and archive</li> </ul>
8. The link to it on the inside BC intranet	<ul style="list-style-type: none"> <li>• Convenient/Easy to access</li> </ul>
9. Entering the info	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
10. Once I knew what I was doing, it was quite easy	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> <li>• Training was necessary</li> </ul>
11. Entering results on an assessment	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
12. It was easy overall	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
13. Entering assessment data	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
14. Accessing personal crn info	<ul style="list-style-type: none"> <li>• Populated fields, elements, and archive</li> </ul>
15. Entering numbers once you get everything else set up	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
16. i can do it anytime anywhere.	<ul style="list-style-type: none"> <li>• Convenient/Easy to access</li> </ul>
17. Entering the information.	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
18. User friendly	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
19. The layout of the program	<ul style="list-style-type: none"> <li>• Easy to use/Good interface</li> </ul>
20. the resources available	<ul style="list-style-type: none"> <li>• Populated fields, elements, and archive</li> <li>• Built-in features</li> </ul>

21. Reflection	<ul style="list-style-type: none"> <li>Built-in features</li> </ul>
22. That I can log in from insideBC and don't need some separate site and login info	<ul style="list-style-type: none"> <li>Convenient/Easy to access</li> </ul>
23. The prompts are very clear	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
24. It's pretty easy and I like the reflection.	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> <li>Built-in features</li> </ul>
25. The dash board	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> <li>Built-in features</li> </ul>
26. online	<ul style="list-style-type: none"> <li>Convenient/Easy to access</li> </ul>
27. Most of it? I find eLumen pretty easy to use	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
28. There really wasn't one.	<ul style="list-style-type: none"> <li>Not easy to use</li> </ul>
29. none	<ul style="list-style-type: none"> <li>Not easy to use</li> </ul>
30. Logging in	<ul style="list-style-type: none"> <li>Convenient/Easy to access</li> </ul>
31. Very easy, user friendly and the ability to use forms built the previous semesters and by other instructors to conduct future assessments	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> <li>Populated fields, elements, and archive</li> </ul>
32. entering student data	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
33. keeping track of SLOs	<ul style="list-style-type: none"> <li>Populated fields, elements, and archive</li> </ul>
34. Working online and avoiding paper forms is marvelous.	<ul style="list-style-type: none"> <li>Convenient/Easy to access</li> </ul>
35. Interface is smart. Nothing seems hidden.	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
36. Pulling up assessments that are already created	<ul style="list-style-type: none"> <li>Populated fields, elements, and archive</li> </ul>
37. SLO and classes already in there.	<ul style="list-style-type: none"> <li>Populated fields, elements, and archive</li> </ul>
38. Individual assessments for each SLO	
39. When instructions are sent out with screen captures in a work document on how to use it	<ul style="list-style-type: none"> <li>Training was necessary</li> </ul>
40. It is so easy to type in the assessment and be done with it.	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
41. Once into the CRN the software is user friendly.	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
42. It's user friendly, especially compared to Curricunet	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
43. It seems like it was pretty easy once I figured it out, but now I can't remember how to do it again.	<ul style="list-style-type: none"> <li>Easy to use/Good interface</li> </ul>
44. It's been a long time. I can't recall. I don't even know how to do it again.	

8. What is the most difficult part of using eLumen?

**Common Themes:**

- 48 total comments, Some comments have multiple themes
- **Poor interface/Not intuitive:** 15 comments
- **Remembering how to use eLumen:** 13 comments
- **Suggestions for new or improved features:** 8 comments
- **Missing/erroneous data:** 5 comments
- **Not difficult:** 5 comments

Comment	Theme(s)
1. Some of the data entered was not saved so it appeared that the data was not entered.	<ul style="list-style-type: none"> <li>• Missing/erroneous data</li> </ul>
2. My first several encounters were very frustrating because I could not access a few of my courses, and therefore, I could not enter any data. I still went through the training, but I could not retain what to do. So I find that I need to repeat the training or to get guidance from someone each time I enter the data.	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
3. The three things I find odd are (1) you use the section number only instead of the CRN, (2) when I enter the results it has the class size set at what it was at the beginning of the semester instead of the number after the last drop deadline, and (3) the SLO's in eLumen are not numbered and are sometimes not in the correct order.	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> <li>• Missing/erroneous data</li> </ul>
4. It's tedious	
5. Just finding the time and going back and forth between elumen and the grades in Canvas	
6. figuring out the difference between creating an assessment and entering scores for an assessment	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
7. Setting up the assessment in eLumen.	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> </ul>
8. The interface - it's complexity. Not intuitive. Extensive training required to know how to navigate through it.	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> </ul>
9. Remembering how to use it.	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
10. Not all of my students were listed, so I needed to do some math to get the percentages correct	<ul style="list-style-type: none"> <li>• Missing/erroneous data</li> </ul>
11. Accessing results for previous assessments	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> </ul>
12. Figuring out Elumen. There is too much on the page, too many words, too many sections, too much. It's overwhelming.	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> </ul>
13. I didn't find it difficult	<ul style="list-style-type: none"> <li>• Not difficult</li> </ul>
14. Writing assessment narratives and and figuring out hwo to "reuse" assessment tools for a course	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> <li>• Remembering how to use eLumen</li> </ul>
15. Accessing curriculum committee info	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> </ul>

16. It is not very intuitive	<ul style="list-style-type: none"> <li>Poor interface/Not intuitive</li> </ul>
17. Figuring out what I needed to do initially, then once the classes are set up it is easy breezy.	<ul style="list-style-type: none"> <li>Poor interface/Not intuitive</li> <li>Not difficult</li> </ul>
18. Nothing really difficulty.	<ul style="list-style-type: none"> <li>Not difficult</li> </ul>
19. My program each assesses something different, so we cannot have any consistency in what we are evaluating. We need a standard assessment to evaluate the program as a whole.	
20. not accessing the system enough, I have to look up how to enter data each time	<ul style="list-style-type: none"> <li>Remembering how to use eLumen</li> </ul>
21. Inability to delete improper or older entries.	<ul style="list-style-type: none"> <li>Suggestions for new or improved features</li> </ul>
22. remembering how to use it each time...	<ul style="list-style-type: none"> <li>Remembering how to use eLumen</li> </ul>
23. I forget the details but it was miserable. Too many options. Keep it simple.	<ul style="list-style-type: none"> <li>Poor interface/Not intuitive</li> </ul>
24. SLO assessments for summer and fall 2019 are not yet posted	<ul style="list-style-type: none"> <li>Missing/erroneous data</li> </ul>
25. Wish data from Canvas would automatically populate into it.	<ul style="list-style-type: none"> <li>Suggestions for new or improved features</li> </ul>
26. There were initially issue reusing courses	
27. I only use it to enter in one assignment and sometimes the student has not done a good job on this assignment, but has passed the class because of the other work the student has turned in. I end up writing that in the comments, but there is no real way to indicate that on the form.	<ul style="list-style-type: none"> <li>Suggestions for new or improved features</li> </ul>
28. vague	
29. It's frustrating that you have to enter things multiple times (like the SLO description). I just copy and paste. Just seems redundant.	<ul style="list-style-type: none"> <li>Suggestions for new or improved features</li> </ul>
30. Inability to edit the format of an assessment once you've begun one--have to start a new one and delete the old one.	<ul style="list-style-type: none"> <li>Suggestions for new or improved features</li> </ul>
31. The system is greatly unintuitive and laggy. Even if the data is entered correctly, the program can falsely inform the instructor that the process has failed or has deleted important data. It can be difficult for other staff, including critical individuals such as dean and chair to access the data results.	<ul style="list-style-type: none"> <li>Poor interface/Not intuitive</li> <li>Missing/erroneous data</li> </ul>
32. all of it	
33. How to switch the Department could be more user friendly.	<ul style="list-style-type: none"> <li>Poor interface/Not intuitive</li> <li>Suggestions for new or improved features</li> </ul>
34. I am not sure how to delete an assessment when I have made a mistake setting it up.	<ul style="list-style-type: none"> <li>Poor interface/Not intuitive</li> <li>Remembering how to use eLumen</li> </ul>



35. None	<ul style="list-style-type: none"> <li>• Not difficult</li> </ul>
36. setting up the assessment in order to input data	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> </ul>
37. aggragating data	
38. It's not terribly intuitive, and navigating eLumen can be problematic.	<ul style="list-style-type: none"> <li>• Poor interface/Not intuitive</li> </ul>
39. Don't know the exact name, but grading "templates" couldn't be deleted? Just cluttered up the search results.	<ul style="list-style-type: none"> <li>• Suggestions for new or improved features</li> </ul>
40. Remembering how to do everything	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
41. Remembering the process each time	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
42. How you can conceptualize a "collective assessment" without first thinking about the individuals	
43. We do not use it enough to memorize how to do this.	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
44. We do not use this system every day only once or twice a year so it is not retained on how to use it each time we need to access it.	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
45. There are a few dropdowns and steps to remember to get to each course. If these initial steps couple be streamlined I feel the process will super simple.	<ul style="list-style-type: none"> <li>• Suggestions for new or improved features</li> </ul>
46. Forgetting the software every four months and then relearning it.	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>
47. none	<ul style="list-style-type: none"> <li>• Not difficult</li> </ul>
48. Remembering how to do it from semester to semester (I've only had one semester, so it may get easier). I feel like I need training again this year.	<ul style="list-style-type: none"> <li>• Remembering how to use eLumen</li> </ul>

13. When would be the best time for you to participate in a training workshop related to SLO assessment in eLumen? (Bring in your data, we'll show you what buttons to click to enter the results.)

- Comments below are from respondents who selected "Other"
- 13 total comments
- No common themes

Comment
1. I don't feel I need more training.
2. I already attended a workshop
3. 2nd to 13th week
4. During a depart. meeting
5. Weekend
6. Not sure. What do you think?
7. Late afternoons Tuesdays and Thursdays
8. On my own time as Flex
9. after finals, but after 3:30.
10. when convenient
11. Both FLEX & during finals
12. Two Weeks after finals to allow us time to get centered from the semester and decompress just a little
13. 2 Weeks after finals