

**ASSESSMENT AND TESTING COMMITTEE**

**Minutes**

**Thursday, October 25, 2007**

**F-253 (The William Rainey Harper College**

**3:00PM**

**Members in Attendance:**

John Smith, Sheryl Otto, Lynn Altfeld, Vicki Atkinson, Pat Widder, Tanya Bergman, Joshua Sunderbruch, Matt McLaughlin, Sue Bajt, Sally Griffith, Maria Moten, Jean-Louise Gustafson

**Members Absent:**

Karen Froelich, Michele' Robinson, David McShane

**Guests:**

Michael Babb, Wayne Johnson

**Chairperson:**

Joshua Sunderbruch

**I. State of Assessment**

We need more information (collate data, etc.) before we continue so that we are all moving in the same direction. We will put this on hold for now.

**II. Report – Capabilities of Banner in Reference to Student Placement and Tracking  
by Michael Babb (Director of Enterprise Systems)**

- A. We have researched Banner's capacities with Sun Guard and other universities.
- B. It has interface to COMPASS and can place students into "particular tracks."
- C. We're not sure if it will be done like Regent, but it will work as well.
- D. It has test score and prerequisite capabilities.
- E. One of the people who "built" Regent is on our team.
- F. Banner can't automatically take care of exceptions.
- G. Interface function is available to us through our Core Integration Module. (We can easily build it.)

### III. Concerns raised by Committee and Responses from Michael:

- A. In Regent, test scores automatically relate to specific placements. It also stores the information. Will this happen with Banner?
  - 1. Response: We'll have to build it, but it is not a big problem.
- B. Testing information (what specific scores actually mean) must be a part of the system because it will need to be placed in the students' hands. Can this happen with Banner?
  - 1. Response: I will take care of this through the "Parking Lot" (a procedure that responds in an ongoing manner to questions that are raised about Banner). Issues like these are being "captured" and evaluated now.
- C. What will happen with unusual situations, such as proficiency through CIS?
  - 1. Response: We're looking at ways that can handle this.
- D. Is there a way that students can get into courses (such as Web Registration in Regent), or will Banner lock them out?
  - 1. Response: Prerequisites will keep students out at this point. There will need to be either "hard" stops or "soft" stops. If we determine that a course is a prerequisite, Banner will keep students from enrolling without it.
- E. What will happen when students can't find the department chair to override them into a course? What will happen when students are currently enrolled in another course or when their transfer credit is not documented in the system?
  - 1. Response: You can put in an information piece explaining who to go to in order to override, but we would have to create a function to override them.
- F. What if there are no "stops" and anyone can enroll in any course?
  - 1. Responses:
    - a. Lists could be generated referencing students who are not appropriately enrolled.
    - b. Some areas could have a hard stop as a prerequisite; others could just include a scripted statement instead.
    - c. There will be training/feedback available for faculty.
    - d. Faculty can decide which to do – a hard stop or a soft stop. We're configuring and reconfiguring now, trying things out, getting feedback, and then testing them again.

- e. Faculty can see what Banner is ready to do in March or in April; we can then respond to it and continue “to grow” it.

G. Can Banner function like Regent?

- 1. Response: We feel that it will.

H. Can it handle requiring assessment at 12 semester hours?

- 1. Response: We’re looking into it.

I. Can Banner function through term-based rules (different rules for summer term)?

- 1. Response: We’ll check.

J. How can we work with faculty who do not embrace technology?

- 1. Discussion: We could do a faculty mentoring program. Faculty must present to faculty. There is training planned. There is a Change Management Team, which should include a full-time and part-time faculty member. (Cheryl Kisunzo should talk to Michael Harkins about this first.)

#### **IV. Suggestions for Future Meetings**

- A. An update from the Developmental Education Task Force will take place on November 8 with a follow-up on December 13.
- B. We’ll discuss the Multilingual Fact Sheet on December 13.
- C. Michael Harkins may submit his proposal at a future meeting. Josh will speak with him about this.