

District-wide Program Review and Outcome Assessment Meeting

9/7/2021

1. TaskStream Contract

- a. Contract due to expire in Dec. 2021
- b. Extended through Dec. 2022

2. Links to previous Demos

- a. [Canvas Demo](#) - Shasta College, Paul Burwick
- b. [Anthology Demo](#) - SDCCE, Jessica Luedtke and Marne Foster

3. TaskStream Replacement

- a. Primary Requirements
 1. Basic Functionality
 - a. upload documents
 - b. Add tables and formatting
 - c. Rollover from previous years & be able to edit
 - d. Build and modify templates
 - e. Works for all areas (Instruction, SS, Admin, etc.)
 2. Administration
 - a. Unlimited users
 - b. easy to add new users
 - c. connection to SDCCD Authentication via IT
 - d. Varied permissions/security levels (easy to change)
 - e. Built-in Workflow for review and approval processes
 - f. Long-term data storage
 - g. Hide deactivated items (courses/programs,, etc)
 - h. Due dates, timelines
 - i. Communication tools
 - j. Batch upload (courses, users, CLO's, etc.)
 3. External Software Connections
 - a. Canvas
 - b. CurricUNET
 - c. PeopleSoft
 4. Reporting features
 - a. Goals/Action plans for each Strategic Planning Objectives
 - b. Disaggregate/aggregate Outcomes
 - c. PLO and ILO reports
- b. Secondary requirements
 1. Training and support
 2. Additional reporting/visualizations
 3. Resource allocation forms, rubrics, scoring mechanism

- 4. Connection to Tableau
 - c. Existing Challenges with Taskstream
 - 1. Lack of good reporting features
 - 2. Clunky, too many clicks, limited formatting and functionality
 - 3. No connection with other systems
 - 4. Inability to disaggregate outcomes
 - 5. Resource allocation process
 - a. Exporting and sharing request info/workflow
 - d. Next Steps
 - 1. Demos
 - a. Elumen
 - b. Canvas
 - c. Watermark- new system
 - d. Campus Labs/Anthology
 - b. Exploration
 - a. Continue to look at what other colleges use
4. Action items:
- a. Send the summary of this meeting and the [recording](#) to the group (Mesa)
 - b. Schedule Demos-Canvas, Elumen, Watermark (District, Mesa)
 - c. Each College lead will share their campus business processes for both Program Review and Outcomes. Including workarounds with the current system. (All)

Next Meeting: October 13th