

CULTURAL AWARENESS and CIVIC ENGAGEMENT AND ETHICS  
Assessment Luncheon Agenda

Friday, Oct. 14, 2016, 12:00-1:30

- I. Lunch (15 min.)
- II. How do ILOs fit into the college assessment? (15 min.)
  - a. Hierarchy of outcomes
  - b. Mapping of outcomes
  - c. Merritt College ILOs:
    - i. Communication
    - ii. Quantitative Reasoning
    - iii. Information & Computer Literacy
    - iv. Critical Thinking
    - v. Cultural Awareness**
    - vi. Civic Engagement & Ethics**
- III. Assessment of Cultural Awareness ILO and Civic Engagement and Ethics ILO (30 min.)
  - a. How are we going to do this?
  - b. Use of a common rubric to analyze an assignment
  - c. Reflection questions
  - d. December 16 wrap-up and January Flex Presentation
- IV. Analysis of Assignments (15 min.)
  - a. In groups of 3-4 consider the assignment that you've selected:
    - i. Is it appropriate for measuring the ILO?
      1. If not, is there another assignment that you can use or a way to alter the assignment?
    - ii. Can you use the common rubric to analyze your results?
    - iii. How will you use the rubric to gather data?
- V. Questions (15 min.)

## Clifton Coleman

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**From:** Laura Forlin  
**Sent:** Sunday, October 02, 2016 10:20 PM  
**To:** Laura Forlin; Jason E. Seals; Nehanda Imara; Leslie Fleming; Tomoko Nakazato; Keenan McMiller; Brock Drazen; Lilia Dosalmas; Daniel Edelstein; Gisele Giorgi; Shahbaz Shahbazi; Fereshteh Mofidi; Steven Mason; Jennifer Briffa; Newt McDonald; Christine Kaes; Christine Olsen; Anita Gutierrez; Elizabeth Crocker; Margaret Bartelt; Michelle Straka; Diane Weston; Elise Bell; Monte Hanrahan; Timothy Mather; Mark Egan; Hilary Altman; Steve Pantell; Rosa S. Perez Flores; Chris Grampp; Alexis Alexander; Isela Santana; Jon Drinnon; Chriss Foster; David Ralston; Claudio Duran; Inga Marciulionis; wildheartgardens@yahoo.com; Sarah@sarahgronquist.com; tbranca@me.com; Lea Ulloa; Grace Idowu; Monica Ambalal; Summer Benton Nickerson; Megan Sary Talbot; Eric Hansen; Diana Barrios; Dinke Augustin; Lynn Bratchett; Mia Kelly; Donna Ervin; Mary L. Zernicke; Jerry Skomer; Linnea N. Willis; Anthony Powell; Jacqueline Custard; Jerry Hollister; Jennifer Yates; Guy (Manford) Forkner; Joanna Ratkovich  
**Cc:** Rosemary Delia; Siri Brown; Jeffrey Lamb; Clifton Coleman; Ann Elliott; Heather Casale; Marta Zielke; Susan Andrien; Maril Bull  
**Subject:** RE: Fall ILO Assessment Events: Cultural Awareness, and Civic Engagement & Ethics

Hi Everyone!

I am reaching out again, to invite you to our fall ILO Assessment Events. I have included you in this email, because one or more of the courses that you are teaching this semester aligns to at least one of the ILO's (Institutional Learning Outcomes) we are assessing this semester: Cultural Awareness, and Civic Engagement & Ethics. I am inviting you to participate in our Fall ILO assessment events. We need your participation!

The steps involved in assessing ONE of these ILO's are:

1. Attend a catered lunch on Friday, October 14th from 12:00-1:30, Room H101 in Landscape Horticulture. Here you will learn about the process and help guide the discussion.
2. Use a common rubric to score an assignment that you are ALREADY using in your class.
3. Come to a catered lunch on Friday, December 16th from 12:00-1:30, Room H101 in Landscape Horticulture, to aggregate the data and develop an action plan for the college.
4. Participate in a flex day activity next spring to share your results with the college.

You will be paid \$200 for your participation as well as knowing that you've played an integral part in the reaffirmation of the college's accreditation status. And... it might just be fun!

For those of you I have not yet heard from, please let me know ASAP if you are available on the two dates listed above (October 14th and December 16th) and are interested in participating.

Here's who has RSVP'd:

Heather Casale  
Susan Andrien  
Jennifer Yates  
Jennifer Briffa  
Fereshteh Mofidi  
Isela Santana  
Sarah Gronquist

Thank you all for considering.

Laura Forlin

Landscape Horticulture Department

Merritt College, Oakland, CA

510-436-2481 (o)

925-899-6085 (c)

## Clifton Coleman

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**From:** Laura Forlin  
**Sent:** Friday, October 14, 2016 2:20 PM  
**To:** Isela Santana; Fereshteh Mofidi; Heather Casale; Ruhina Najem; Sarah Gronquist; Clifton Coleman; Jennifer Briffa; Mia Kelly; Susan Andrien; Maura (Molly) Sealund; Maril Bull  
**Cc:** Jeffrey Lamb; Rosemary Delia; Siri Brown  
**Subject:** Fall ILO Assessment Luncheon  
**Attachments:** Permission-Form - Civic eng and ethics.docx; Permission-Form - Cultural Awareness.docx; Civic Engagement and Ethics Rubric-Final Version.docx; Cultural Awareness Rubric-Final Version.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Everyone,

I wanted to thank you all for attending the ILO Assessment Luncheon today. As requested, I am attaching the rubric docs for Civic Engagement and Ethics, and for Cultural Awareness and the student permission slips for each.

Please fill out the rubric with the number of students who achieve at the various levels of each aspect of the ILO, complete the reflection questions, and bring this form along with three copies of student work (with permission slips filled out) to our luncheon on Friday, December 16th at 12:00 at room H101 in Landscape Horticulture. We will have a catered lunch and discuss our students' successes and challenges.

If you have any questions or comments, please let me know.

Thank you all again for your participation in this assessment project. I look forward to continued dialogue about student learning in mid December.

Best,  
Laura Forlin  
Landscape Horticulture Department  
Merritt College, Oakland, CA  
510-436-2418 (o)  
925-899-6085 (c)

## Clifton Coleman

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**From:** Laura Forlin  
**Sent:** Friday, October 28, 2016 12:49 PM  
**To:** Merritt-FAS  
**Subject:** Fall ILO Assessment: Cultural Awareness, and Civic Engagement & Ethics  
**Attachments:** Civic Engagement and Ethics Rubric Final Version.pdf; Permission-Form-Civic Engagement and Ethics .pdf; Cultural Awareness ILO Rubric Final Version.pdf; Permission-Form-Cultural Awareness.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Merritt Faculty,

I am writing to encourage all of you to participate in our fall ILO assessment cycle. We are assessing both the Cultural Awareness ILO and the Civic Engagement and Ethics ILO. While both of these ILO's are always relevant, they are particularly relevant this fall given our fall election cycle (I'm sure many of you are addressing voting/civic engagement in your classes), the Black Panther celebrations going on around campus in honor of the 50th anniversary, in addition to many other cultural events.

Some of you attended our ILO luncheon a couple of weeks ago - for those of you who could not attend, I want to share that we engaged in a rich and meaningful discussion about these ILO's and how we engage our students in demonstrating them. We also brainstormed about how to use a project or tool in our classroom to effectively assess these ILO's. While we crafted a common rubric to be used campus wide to assess the outcomes (attached here) we realize that this approach may not be the only way to assess these particular ILO's given the breadth of skills, understandings and attitudes they encompass. So, given this, we would like to open up this discussion campus wide and invite any of you interested to participate in the following ways:

1. Meet with me/email with me your particular projects/class discussions, etc. that address ONE of the ILO's and how you'd like to assess this.
2. Attend one of two luncheons (a delicious lunch will be provided) in December (one scheduled for Friday December 16th from 12-1:30 and the second TO BE DETERMINED BASED ON FEEDBACK FROM YOU) to discuss your assessment results.
3. At the lunch in December, provide 3 examples of student work that reflect achievement of meeting the ILO you have assessed (I am attaching permission forms for you to use) - we will anonymously post examples of student work on the SLOAC website.

If you can do 1, 2 and 3 above you are eligible for a \$200 stipend. Even if you can only attend the lunch in December AND provide student examples you are eligible for a \$100 stipend.

We want your involvement in our fall assessment cycle of our Cultural Awareness ILO and Civic Engagement and Ethics ILO - so join us for what has the potential to be a wonderful, engaging dialogue across all disciplines about the kinds of civic engagement and cultural awareness we want to see in our students. I look forward to hearing from many of you and seeing all of you at one of our lunches in December!

Laura Forlin  
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