

SLOAC Meeting Notes – Mar 14, 2017

Present: Laura Forlin, Marty Zielke, Heather Casale (chair), Ann Elliott, Todd Barraza, Jennifer Shanoski, Samantha Kessler, Dr. Marie Elaine Burns (guest), Ngheim Thai (guest)

Agenda Item	Discussion	Action Item
1. Approval of Agenda	none	Approved agenda
2. Approval of Past Meeting Notes	Will email with update	No action
3. Accreditation	<p>Ngheim Thai discussed CR6 plan beginning with summary of changes made since last October. Despite ACCJC report reading that we have made significant progress, our numbers still aren't at 100%. Will need to show continued integration of assessment of student learning into planning/budgeting. Acceleration Plan is "living document" and will need updates re: timeline. Goal in response is to show that assessment is occurring in all courses and programs.</p> <p>IEPI funds available to support Assessment, supplies request need to be to Dinh by end of month.</p> <p>ACCJC annual report due end of the month.</p>	<p>Dr Lamb currently on site visit in S.Cal and will report back, Dr. Burns will reach out to ACCJC for clarity on exactly what will be looked for in response letter. CR6 and SLOAC will work together to draft response</p> <p>S. Kessler and H. Casale will meet to review the data and responses on 3/17/17.</p>
4. CCSSE survey	Survey was sent by S.Kessler along with reminders. Currently only ~60 responses, goal is at least 100.	SLOAC members will encourage participation in their respective

	Several questions align with assessment and ILO.	constituencies.
5. Semester Action Plan	<p>Data updates reviewed. T.Barraza developed spreadsheets on One Drive and provided access links to assessment coordinators. Discussed ability to “live save” data. It is not as efficient as needs to be, plan is to transition to Google Drive to allow for live access and updates and saves.</p> <p>Dr. Burns discussed plan for “get it done day” and group discussed ideas to encourage participation.</p> <p>Second assessment week will include summary of changes made in programs and courses d/t assessment results, ie: tutors, text changes, assignments, time offer changes, program updates, etc. Will highlight linkages from assessment and funding. Discussed possibility of using IEPI to fund small \$ requests in TS.</p> <p>EPaf processing update. LF should be trained this week and be able to process.</p>	<p>Demo of One Drive given. Some data inconsistencies discovered. T.Barraza will review data for accuracy. H.C will send out department stats to dept chairs.</p> <p>Will make it “assessment week, part I” and plan to present CCSSE results week of Apr 3rd. Dr. Burns will send targeted email and offer assistance from Assess Coordinators, highlight successes and progress.</p> <p>Will f/u with IEPI</p>
7. ILO	<p>LF sent targeted email to faculty aligned with ILO, so far only 3 responses. Vendor used for previous luncheons still has not been paid.</p> <p>SK suggested creating a video that could be posted on website of summary of faculty that have participated</p>	<p>Support from admin requested. Dr. Burns offered to pursue payment issue.</p> <p>Video would be created by outside consultant, SK will look into it.</p>

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

	in ILO and changes they've made as a result.	
Meeting adjourned		

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

SLOAC Meeting Notes – Mar 28, 2017

Present: Laura Forlin, Marty Zielke, Heather Casale (chair), Ann Elliott, Todd Barraza, Samantha Kessler, Dr. Jeffrey Lamb, Ngheim Thai (guest), Maril Bull, Susan Andrien, LaShaune Fitch

Agenda Item	Discussion	Action Item
1. Approval of Agenda	none	Approved agenda
2. Approval of Past Meeting Notes	Hard and electronic copies provided	No action
3. Accreditation	<p>AFR update on data requested and provided, timeline of SLOAC activities from Oct to current. AC's will continue to track their time and interactions, to be added as evidence in response. Maril now helping with data as role in AFR. Acceleration plan provided and reviewed. Discussion of "100%" criteria, plan is to have all currently offered courses be assessed in order to comply with 100%.</p>	<p>List sent to SLOAC to review and provide input.</p>
4. Semester Action Plan	<p>Assessment spreadsheets reviewed, will now be adding PLO and SAO data. When sent to dept with message to review allowed for identification of courses not being offered, not listed and update of data.</p> <p>Discussion of sending list to campus of all courses and instructors that need assessment this semester</p> <p>Assessment week plans, date, location discussed. Will</p>	<p>VPI has met with or requested meeting with all departments with assessment rates <50%, HC attended several.</p> <p>President should be sending an assessment email to campus, alerting to assessment week, AC schedules for that</p>

	<p>plan for 3rd floor S bldg. shell space. Display posters and allow for open entry. Attendees will sign in.</p> <p>Discussion of interweaving of curriculum and sloac. Ideally, curriculum would id courses not updated in specific time frame, and deactivate, thus improving # of courses needing assessment as the course is listed as active, but not being offered/taught/updated.</p>	<p>week, ILO participation.</p> <p>HC will develop and disseminate the list.</p> <p>Will plan for assessment week for 17th-21st. Coordinators will create posters on ILO, assessment examples, CCSSE results, summary of changes, progress of assessment. AE idea to provide stickers and ask attendees to identify, with color, assessment results, plans that they identify with. SK will pursue having flyers made to market event.</p> <p>AC's will meet 4/4 to finalize plans.</p>
7. ILO	<p>Luncheon was poorly attended, only 6 attendees. Discussion of ILO process, plan will be for re-evaluation and development of new plan before next</p>	<p>LF would like to join IEPI team on site visit to Skyline College to determine methods they are using.</p>

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

	ILO assessment cycle begins in Fall 17.	Current ILO's are 8 years old, will need campus wide evaluation and possible updates to ILOs.
SLOAC meetings	Next scheduled meeting falls during Spring Break	Moved to 4/25
Meeting adjourned		

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

Merritt College



AFR Meeting

Agenda

March 17, 2017

1. Review Job Descriptions
2. Timelines for 1st draft, completion
3. College vetting process
- 4. SLOAC collaboration**
5. Regular meeting times
6. Additional support systems needed

MERRITT



Accreditation Follow-Up Report
Inspect what you expect!

AFR Agenda

Thursday, March 30, 2017

1. Minutes from 3.17.2016, 3.24.2017
2. Updates/ Dr. Lamb
 - a. Feedback from Commission
 - b. Job description signoff
- 3. SLOAC Updates (Heather, Nghiem, Maril)**
4. Timeline (Dinh)
5. Review Outline, Standards (Mia)
6. Evidence (Maril, Nghiem)