

SLOAC Meeting Notes – October 27, 2015

Present: Ann Elliott, Clifton Coleman, Susan Andrien, Marty Zielke, Heather Casales, Arja McCray, Lawrence Lee, Jennifer Shanoski (chair)

Agenda Item	Discussion	Action Item
1. Approval of Agenda	Dept. Meetings were added to the agenda (item 10).	
2. Approval of Past Minutes	Minutes were not distributed before the meeting.	<p>Clifton will upload the minutes onto the website and let everyone know once that is completed.</p> <p>Approval of past minutes was tabled until the 11/10 meeting.</p>
3. Goals for SLOAC	<ol style="list-style-type: none"> <li>1. ILO assessment of communication and quantitative reasoning will be completed with at least 20 faculty participants each.               <ol style="list-style-type: none"> <li>a. So far there are about 10 faculty who have committed to participating. Another request for participation will be made with English and Comm. faculty specifically targeted.</li> <li>b. All coordinators will attend and as many SLOAC members as possible.</li> </ol> </li> <li>2. Increase the visibility and understanding of assessment across the campus. (See item 5 below.)</li> <li>3. 100% of active course SLOs, SAOs, and PLOs will be assessed this year.</li> </ol>	<p>More outreach needs to be done for the ILO assessment luncheon on Nov. 13.</p>
3. Coordinator Check-	Coordinators are getting a lot of requests for one-on-one	

Ins	<p>help and very little participation in the weekly drop-in sessions. We discussed the importance of empowering people to do the work themselves as the money to support so many coordinators will not last.</p> <p>Department-wide meetings are beginning to be scheduled.</p>	
5. MER-SLOAC Email Address & Weekly Announcements	<p>The weekly announcements have not been going out on a regular basis. We agreed that the schedule would be:</p> <p style="padding-left: 40px;">Susan: 11/2, 11/23, &amp; 12/14 Marty: 11/9, 11/30 Heather: 11/16, 12/7</p> <p>The announcement will contain the following: dept. stats., example of assessment, drop-in hours, and a link to the website.</p> <p>There is some confusion about the statistics being included in the announcements. These statistics do not include any information that is filled in for previous cycles. Any work done in the past will need to be identified for Clifton so that it can be updated. We cannot go back and redo all of the reports for three years.</p>	Weekly announcements will follow the rotation: Susan, Marty, and Heather.
6. SLOAC Integration	<p>There was very little response from committee chairs regarding the role of SLOAC in decision making processes. CEMPC is revamping the college educational master plan and that might be a good way to ensure integration of SLOAC activities into the college structure.</p>	

7. Dept. Report Sheets & Three-Year Plans	Jennifer showed the 3 year plans used in the past. These worked very well for some departments but not for others. Some of the reasons for the limited usefulness include varying schedules and changing instructors from one year to the next.	
8. PT Faculty Stipends	The group agreed to use the same faculty stipend request form as used last year. Clifton asked that employee ID be added.	The form will be updated to include the Employee ID and will be sent to all faculty.
9. Department Meetings	<p>We spent a lot of time discussing how to assess PLOs in departments that do not have a capstone course, final exam, or the like. Some ideas included:</p> <ul style="list-style-type: none"> <li>- Follow students in a given declared major as they move through their courses – would need access to student information in a variety of courses.</li> <li>- Model PLO assessment in the same way as ILO assessment by considering course outcomes that are mapped to the program outcome at an advancing level.</li> <li>- Give surveys to students upon completion of a degree/certificate as an indirect assessment of learning.</li> </ul> <p>Coordinators can discuss these options with departments and identify a “best” option to use as a first try for PLO assessment. The process can then be refined going forward.</p>	
10. Other	COA was cited for degrees/certificates that did not have specific ownership. Degrees like social/behavioral and	

	<p>health sciences “belong” to a lot of departments. The question is: who is responsible for overseeing and coordinating the curriculum updates and assessment work?</p> <p>SLOAC discussed whether this responsibility would be the faculty’s (part of the 10+1) or the administration. While the responsibility for doing the work must belong to faculty as it is curriculum based, the coordination of that work could certainly be an administrative task.</p>	
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**MISSION STATEMENT**

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.

To accomplish its Mission, the college provides open access to excellent instructional programs and comprehensive support services in a culturally rich, caring and supportive learning environment.

Our purpose is to provide opportunities for lifelong learning, contribute to the economic growth of our communities while assisting students to attain degrees and certificates, earn credits to transfer, and develop the skills necessary to complete their educational goals.