

Meeting Notes – October 13, 2015

Present: Ann Elliott, Clifton Coleman, Mario Rivas, Susan Andrien, Marty Zielke, Heather Casales, Jennifer Shanoski (chair)

Agenda Item	Discussion	Action Item
<p>1. (30 min) Strategic Goals</p> <p>a. ILO assessment of <i>Communication</i> and <i>Quantitative Reasoning</i> will be completed with at least 20 faculty participants each.</p> <p>b. Increase the visibility and understanding of assessment across the campus. 100% of active course SLOs, SAOs &amp; PLOs, will be assessed this year.</p>	<p>1. Discussion of coordinators' visits to department meetings to assist in developing 3-year assessment plans. Coordinators take notes and facilitate discussion to include:</p> <ul style="list-style-type: none"> <li>• Which PLO to assess</li> <li>• What assignment will be used to assess it?</li> <li>• Rubric for quality assessment</li> <li>• Program assessment through course assessment might not touch on every aspect of the PLO</li> <li>• How new curriculum can come out of assessment</li> <li>• Plan should be sustainable and assess each SLO and PLO at least every three years</li> </ul> <p>Discussion of how to pay adjunct instructors to participate in assessment</p> <p>Discussion of department meeting report-out template</p>	<p>1. Follow up: Coordinators will copy department chairs and dean on PLO and SLO letters to ensure follow-through. Coordinators will work one-on-one with faculty to ensure that assessments match SLOs, that assessment is evaluated and interpreted to improve the quality of instruction. If resources are needed to implement the improvement plan, faculty will be encouraged to forward these requests to department chairs, and department chairs will confer with deans. Jennifer will pursue payment issue with president.</p>
<p>2. (20 min) Flow Chart</p>	<p>2. Jennifer distributed sample diagram of an ideal assessment system. Discussion of organizational and communication links between planning, budget, assessment, administration on each level, and institutional research. How have we structured our system to clearly allocate digestion of data and decision-making?</p>	<p>2. Jennifer will get in touch with participatory governance meetings to make sure they understand their charge and processes.</p>
<p>3.(20 min) 049 Course SLOs/Assessment</p>	<p>3. Discussion of whether independent study courses can realistically be assessed.</p>	<p>3. At this time, SLOAC decided that independent study courses would be difficult to assess given that these credits are for individual students working on special assignments/projects</p>
<p>4.Other</p>	<p>Discussion of relationship with college-wide Accreditation Team. We have made a request for</p>	<p>4. All SLOAC members have made commitment to read the assessment report for Recommendation #6 and come to next</p>

.	administrative lead. We have also requested to expand the committee.	meeting ready to discuss.
	Lab courses that do not have SLOs: discussion of possibility of mimicking SLOs for classroom course.	
5. Next meeting October 20 in S434. Jennifer has reserved the conference room for the rest of the semester		5. Bring your schedule of department contacts/meetings and sign-in sheets from Taskstream workshops. E

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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.