SLO Committee Meeting

MINUTES

Monday, May 19, 2014
3:00pm – 4:30 pm
Winlock Lounge

The meeting called to order at 3:03 pm.

Present: Luis Cordova, SLO Coordinator; Mary-Jo Apigo, Dean of Teaching & Learning; Joy Ogami, Dental Hygiene; Jason Coleman; Applied Technology/ Travel; Manish Patel, CSIT; A Taylor, Accreditation; Katy Kelley, Child Development Center; Adrienne Foster, Academic Senate; Yervant Boghos, Allied Health; Rachelle Okawa, Language Arts; Manushak Movsisyan, Math; Michael Ghebreab, Science; Doug Blechnner, Humanities & Fine Arts

1. Review minutes from prior meetings
The minutes from 4/28/14 were reviewed. On item 8 (Assessments from 2012-2013 Cycle), A Taylor suggested a word change. Also, on item 11 (SLO-Net and SLO Symposium), Christine Ogden was revised to Kirsten Ogden. The minutes were approved with the corrections.

2. Assessments from the 2012-2013 Cycle
The assessment list is getting smaller, and we are making progress. We had a successful hands-on workshop with the Business division last Thursday evening. We are working to get the assessments down to 90% completed. 72 courses need to be submitted. 20 courses are in progress. One of the challenges we’re facing is collecting the student samples since the assessments are so past due. We are aware of this when working with faculty on the new assessments. The committee also discussed consequences of not completing assessments; this is a contractual requirement and instructors not completing assessment should be documented on evaluation. The committee also discussed the process that Pierce and Valley who have agreed not to offer courses that have not been assessed and what is the impact to the student. M Apigo will bring the assessment report to the Deans’ Meeting to support chairs in evaluating faculty who are not participating.

The SLO Committee recommends, “Divisions that are not up-to-date in their SLO assessment work (completed assessment calendar and completed assessments) by November 2014 will not have a winter session course allocation.” The motion was approved by consensus and will be forwarded to the Academic Senate as a noticed motion.

3. Timeline for end-of-semester assessments
The committee discussed when assessments will be due at the end of a semester. The SLO Committee recommends, “Each phase of course SLO assessment is due when final grades are due.” The motion was approved by consensus and will be forwarded to Academic Senate.

M Apigo distributed a draft summary at the Division level that was developed by the new Assistant Research Analyst, Sarah Doerrer. There was discussion around the need for drilling down to the course-level assessments. We would also like the report to be made available online.
4. Workshop Model for Assessments
Last week, we had a hands-on workshop with Business faculty. We would like to move forward and set up hands-on workshops with all division. We will develop a schedule or calendar for which Division meetings we will have. Develop an agenda for all division meetings. At the next Divisional Council, we will pass out a schedule and have Chairs sign-up for dates.

M Patel made a request for more training for SLO Facilitators and Division Representatives so they can support faculty in their divisions. L Cordova shared the SLO Facilitator role expectations.

5. Assessment Calendars
Faculty and Chairs are still working on finalized calendars. They are pending minor modifications. Science, Behavioral and Social Sciences, and Allied Health are also almost finalized.

6. SLO Assessment Database
At the SLO Symposium, we saw mapping software from Samuel Merritt University. This summer, we will be looking at SLO assessment databases – both a Mission College and commercial systems.

7. Institutional SLO Assessment – Poster Showcase
L Cordova thanks everyone who participated in the showcasing and assessing the ISLOs. The rubric was shared for those who did not participate. There were about 14 faculty that participated with 125 completed rubrics. We will compile the data that was received and review and analyze it as a committee. We will also evaluate the process of rating posters. We could also consider norming with a group of the faculty assessors using the pictures taken from every poster session.

8. SLO Symposium
West hosted an SLO Symposium on Friday, May 16. There were 34 participants. L Cordova will email the PowerPoints and share the recorded videos once they are done. Amanda Ryan-Romo presented from East LA College, and Valerie Landau presented from Samuel Merritt University.

L Cordova shared a handout from the SLO Symposium regarding a framework for dialogue, which is Phase 2 of the SLO Cycle.

9. Student-Level Assessment Data
At the SLO Symposium, M Manushak indicated she was interested in piloting student-level assessment for some math classes. M Apigo and L Cordova will follow-up with her.

10. SLO Roundtable / Recommendations / Actions
The Curriculum Committee approved the SLO Committee Charge and Membership with two minor edits. The Curriculum Committee also approved proposed changes to the SLO Addendum that include what the ISLOs and PSLOs. This came from a District Recommendation. Any new courses need to use the new SLO Addendum.

The meeting ended at 4:26 pm.