

Assessment Committee Meeting
24 Feb 2014
2:15 – 4:00 pm
5-339

Members Present: Jane Jackson, David Locke, Jennifer Mendoza (2:40), Kevin Sinarle, Lakshmikanta Sengupta, Nick Vasquez, Lilya Vorobev

Members absent: Jing Wu, Mikel Schmidt, Teresa Morris, Richard Castillo

Agenda

- 1. Identify a Note-Taker: Nick Vasquez**
- 2. Review Agenda and December Meeting Notes**
 - a. Revised errors on date, time, and location of meeting. Agenda and minutes approved without objection**
- 3. ACCJC - College Recommendation 3 - Discussion**
 - a. David emphasized importance of linking all SLOs to ILOs and faculty evaluation of SLOs. Programs may refer to student support programs. Certs/Degrees we have most SLOs, some still need to be written. Some have not been written because of new transfer model curriculum. Need to catch up on unwritten.
 - b. David pointed out link to ILOs and was uncertain how to link program, cert, and degree SLOs to ILOs. ISLOs are GE SLOs: courses that meet at least one GE req should meet GE SLOs.
 - c. Courses that meet degree or cert should have SLO that links to SLO to cert/degree. CSM ILOs only apply to GE SLOs. Cert/Degree do not need to link to ILOs. Students who get degree take GE and Major courses. GE link to ILOs, Majors link to degree/cert SLOs. Possible revisions would be how we look at ILOs.
 - d. David will meet with Jennifer Hughes and will follow up regarding linking SLO and ILO. Will seek clarifications on GE SLOs linking to ILOs and programs not linking to ILOs.
 - i. Kevin Sinarle thought ILOs would include all aspects
 - ii. Questions was raised about sister colleges link SLO to ILO--how they do it is not known at this time
 - iii. Annual report to ACCJC last year included data on SLO and student programs. ACCJC asked if GE SLOs were same as ILOs. Might be okay for GE SLOs to be same as ILOs. Need clarification
 - e. Multiple ways of assessment for certs and degrees rather than just student assessment. We might want to seek guidance on how to implement. Students can take courses for certs/degrees at one college and at sister college and get degree. Committee will look for ways to implement this and again seek clarification on all programs or on programs with certain number of students and completion rate of program
 - . Some degree/cert SLOs are assessed upon application to help obtain data

- i. Keven explained students need to complete at least 50% of credits at one college to obtain degree/cert. Can't identify SLO areas needing change with 50%. Might want to make larger % at one college or last X units at one college.
 - 1. Question was asked about ACCJC being made up faculty. Ideally, ACCJC team would know of the challenges presented. David suggested it might have to do with Ed Department guidelines, but wasn't sure.
- ii. If CSM vies with other colleges for student, that student might be considered different category. Implementation of District SLOs to cover students at multiple colleges and students taking degree classes without seeking degree. Depends on size of program and students graduation rate. Also have to consider students who complete program in other districts.
 - 1. Committee will address these concerns and seek more clarification on the matter.
 - a. Jennifer Mendoza explained she's contacting other colleges and asking how they've addressed the matter.
 - i. David explained Canada is using E-portfolios for degrees/certs which helps with multiple modes of assessing.
 - ii. Jennifer explained Learning Support Centers have been working on SLOs for their program for the past year. Should be prepared with them soon.
- iii. **Questions to ask: Can we link GE SLOs to ILOs or do we need to link Major, Degree, and Cert SLOs to ILOs?**
 - 1. Example was Ear Training class. Finding proper GE SLO to link to might be difficult.
 - . Jennifer explained at previous college all SLOs were linked to Core Standards
 - a. Kevin explained GE SLOs should be used to help someone benefit society
 - . Jennifer requested to be present at meeting with Jennifer Hughes
 - 2. Size of classes and programs will determine how we assess them. Certain programs, especially ones offered one campus, will be easier than others. Transfer programs might be more difficult
 - . Assessment process to see who did at CSM vs other colleges will help us determine whether or not problem exists. We would need to track % of units taken by students.
 - 3. We would need more assessments in addition to surveys.
 - . E-portfolios, exit exams/evaluation exit tests, focus groups, questions pertaining to degree/cert issued in similar fashion to surveys.
 - . Would not be requirement. Finding ways to measure with pre-survey might not be possible with certain majors. Sample groups of higher level courses might work instead.
 - a. Final Exam questions could be used as Degree/Cert SLO assessments, then fed into TracDat. Can use students who have completed reqs for degree/cert but not obtaining degree.

4. **GE SLO Assessment** – Discussion

- a. David explained questions were reduced from 27 to 22 and why Response Options were added. Suggestion was made to add Not Applicable option. Jennifer expressed concern about “I Don’t Know” option.
- i. Suggested to leave “I Don’t Know” to help with assessment of GE SLOs and strength of survey questions. Would help determine clarity of SLOs. Certain students might use “I Don’t Know” if they don’t understand questions. Nick explained certain students would mark I Don’t Know or Neutral more often because they would have trouble understanding question.
 - 1. David explained scale might balance out statistically.
 - 2. Jennifer explained Neutral and Strongly Disagree might conflict. Suggested to remove Neutral from assessment response.
- a. Questions might have hyperlink to help students understand question.
- i. Might deter students from completing survey
- b. Proposed to run survey by student groups before application.
- . Nick said he would bring survey to ASCSM and International Students and report back
- i. Run by students during office hours and Learning Center
 - 1. Implementation by end of semester is goal. Offering students an incentive for completing survey
 - 2. Dry run evaluation at end of Spring semester could help
- a. Comment Box at end of survey asking students about questions and feedback.

5. Questions, Comments, Concerns – Public Comment

- a. David made announcement that Lloyd Davis will no longer be with SLO Committee
- b. Lilya made an announcement that she will not here in the Fall
- c. Jennifer explained that her group is working on planning and processing the possibility of hiring new clerical staff for TracDat data and training
- d. David explained that a new SLO coordinator will be needed. Jennifer clarified that the clerical work of inputting new courses into TracDat and Ciricunit and drafting SLOs would no longer fall on coordinator.
- i. Clerical position would help clean up discrepancies between TracDat and Ciricunit, and keep everything up to date.

6. Adjournment

- a. Meeting was adjourned at 3:30pm. The next meeting will be on Monday March 10th at 2:15 in Building 5 Room 339.