

College Assessment Committee

Meeting Summary

Wednesday, September 17, 2014

2:30 p.m. to 4:00 p.m.

10-220, Learning Center

Committee Members - present: Denaya Dailey; Tabitha Conaway; Jane Jackson; David Locke, Teresa Morris, Jennifer Taylor-Mendoza; Madeleine Murphy; Lakshmikanta Sengupta; John Sewart; Samantha Trump,

Committee Members – not present: Santiago Perez; Kevin Sinarle; Lilya Vorobey **Guest:** David Laderman

Chair: Jennifer Taylor-Mendoza

Note-Taker: 9/17/2014 – Teresa Morris

1. Review agenda — *approved*
2. Approve summary notes of April 28, 2014 —*approved*
3. Introductions
4. Accreditation and SLO Coordinator update
Jennifer Taylor-Mendoza provided the updates:

GE SLO Assessment Survey to Graduates that was approved in the April 2014 by this committee has been vetted by PRIE. An online version was created but it wasn't administered at end of AY 2013-2014.

Currently, the Student Learning Outcomes Coordinator position is vacant. The tasks and duties of the position have been reviewed. The new division – Academic Support and Learning Technologies will be taking on some administrative tasks that were formerly the tasks of the SLO Coordinator. In light of these changes, the release time for CAC will be reduced from 6 units to 3 units as a result of Dean Taylor-Mendoza's office takes up the administrative tasks. Dean Taylor-Mendoza will lead CAC for Fall 2014 while the position is being filled.

CAC Website information has been updated with committee member information for AY 2014-2015. It reflects the temporary committee organizational changes.

Three Accreditation recommendations directly mentioned SLOs:

- SLO alignment from courses, certificates and degrees to GE SLOs – status: this has been addressed
- Multiple modes of assessment for certificates and degrees – status: to be completed September/October 2014 – discussed later in these minutes
- College should use multiple modes of assessment for learning support centers – status: this has been addressed

Conversations about use and reporting functions of TracDat is ongoing
Audit of processes for creation and assessment of SLOs is ongoing.

A committee member asked about support for entering information into the TracDat system. The new division - Academic Support and Learning Technologies will have an administrative support position beginning this Fall that will give some support to inputting of SLO information.

5. SLO Position Description – David Locke

David provided a written description of his duties as coordinator that were not associated with the administrative tasks for TracDat maintenance or training. These administrative tasks will transition to ASLT division tasks. Non-administrative tasks such as professional development for faculty for assessment and creation of SLOs will remain with this faculty coordinator position.

6. Evaluating Program Level SLOs: Skyline College Model – Jennifer Taylor-Mendoza

Currently, many students applying for CSM degrees or certificates are directed to complete surveys that address the applicable Program Learning Outcomes. The surveys typically ask for self-reported data, but ACCJC prefers more direct assessment. Data from past surveys is available on the SLO website – Student Learning Outcomes – [Assessment Results](#). The schedule for posting data (by semester or by academic year) still needs discussion.

The Skyline model is proposed as a way to address the ACCJC preference for direct assessment.

Skyline Model –

Addressing multiple modes of assessment of program student learning outcomes by using the ‘rollup method’

- If 80% of students in a course are assessed as meeting each SLO, and that course is used as part of degree or certificate, then ‘rolling up’ those course level assessments will provide direct assessment that the program learning outcome will also have been met at that same rate - 80%.
- 60% of courses need to be assessed to do a ‘rollup’.

CAC discussed and approved the model as an assessment method for CSM. PRIE, Jenn and others proposed a matrix that can document the ‘rollup’ for all programs and certificates. Each department would need to fill in the matrix that demonstrates how the rollup works for their degree or certificate.

Jennifer Taylor-Mendoza will take this matrix to ASGC at September 23rd meeting for discussion and possibly for action/approval of process.

7. Additional items for consideration

- Question was posed - What is the denominator in the benchmark number that determines rates of success for SLO assessment? Number of students in the class, number of students who passed the class, number of students...?
- Meeting dates/times for the fall semester – a Doodle poll will be sent to members to determine the dates/times
- Future agenda items
 - GE assessment analysis