

# Assessment Committee Meeting

14 Oct 2013

2:15 – 4:00 pm

10-431

**Membership:** Martin Bednarek, Richard Castillo, Sandra Comerford, Mel Hom, Jane Jackson, David Locke, Teresa Morris, Mikel Schmidt, Lakshmikanta Sengupta, Nick Vasquez, Lilya Vorobey, Jing Wu

Member's in attendance: David Locke, Jane Jackson, Mel Hom, Lakshmikanta Sengupta, Sandra Comerford, Teresa Morris, Nick Vasquez, Lilya Vorobey

Meeting called to order at 2:30pm

## Agenda

### 1. Identify a Note-Taker

Identified Nick Vasquez (student rep) for note-taker

### 2. Review Agenda and September Meeting Notes

Review of September minutes will be done at next meeting

Agenda approved, no comments or discussion

Inquiry made about Student services SLOs It was informed that the committee would not be reviewing them at this meeting, and that Student Services are doing a great job reviewing their SLOs. An example of Student Services SLO was requested. The example given was Admissions and Records, and how they tally the amount of students who successfully apply to register for classes, and assess the number of new students and how many needed help applying

### 3. 2013-14 Goals - Discussion

#### a. GE SLO Assessment

Talked about modifying questions so they're clearer and focused. Revised last year. Student Survey is assessment method for GE SLOs. GE SLOs assessed when survey comes out, same level as Major SLOs. Confusing to give to everyone when not everyone takes classes for GE or Major prep. Also confusing for first semester students. Suggestion was made for every student every Spring. Starting degree surveys, could ask 5 questions at random and hange from semester to semester. Suggested to tailor Survey toward ed plan, however it is not intended for enrichment students. Online degree surveys for SLOs, students asked to respond to 3-4 questions. Add to it questions for GE SLOs. Don't capture transfer students. We can capture AA/AS and Major or technical/certification. We wouldn't want survey unless they complete all GE at CSM. Have a way to capture to AA/AS. Most significant data would be AA?AS. Log in and choose option--

directed to specific survey. Ideally would give better data. Survey asks if student has completed GE SLOs, fill out at end of semester seems counterintuitive and may skew data. Putting GE assessment w/ degree survey can be done. Matter of adding questions. Concern is amount of questions. If students don't complete and submit, count the data based on questions answered. 15 might be too much. Random selection of 5. Degree rates going up so sample size may remain consistent. Ball park estimate requested for degree applicants. High number will only increase with AA-T and AS-T, more alignment the better. Give number of questions and time frame at beginning. One of goals to rewrite the questions. Questions may be too vague or complex. Need simplification and better clarity. More specific and questions may lead to sampling instead. David will look into adding SLOs to degree instead of sending out to everyone

#### **b. Certificate of Specialization SLOs and Assessment**

Thought we needed SLOS for only Cert Achievement but we also need them for Cert. Specialization, for examples accounting and business. SLOs for all Specialization. Goal to have workshop to draft SLOs for cert. spec. Degree survey can be used. Newest have SLOs, older ones do not. Next year, new course will be transferred from circunit to trackdat. Not revised courses. No way (currently) to transfer data between programs. Don't want it to happen, may skew data. Previews SLOs become inactive and put new ones as active. Faculty task. Faculty may not all be aware of how to change info, concerns about whether or not inform went in. Is there an email that goes out informing faculty of approval. There is a status report, but faculty concern when to check and when to follow up. Discussion with admin to shift from faculty to classified staff. More staff assistant would make easier. Data to done by classified. It may be more efficient to have those who know tracknet to enter data. Assigned to a few people would make it easier. Hard to remember information for inputting

#### **c. Update Assessment Plan**

Assessment plan revisions should be finished this year. May want to revisit in december after workshop and GE SLO/Cert. surveys. May hear something from accreditation regarding assessment plan. Future goals: problem with all SLOs 50% or more must be at CSM--12 units or 50%. How does lack of input and course assessment affect CSM? Course assessment will be more meaningful unless program unique to CSM (ie, Nursing). If not unique to CSM, may cause confusion and skew SLO assessment data. Should this be forefront for SLO Committee. Giving students more access to courses for scheduling at other SMCCD CCs helps students, but creates problem for assessment. True for all multi-college districts. Assessment data implemented by Committee, so we can put concern in.

### **4. Fall SLO Workshop – Discussion**

Date: Saturday, faculty given stipend for participation. Main target faculty with areas of cert. spec and areas where new transfer degree. Cert. achievement where we don't have SLOs. Saturday in November.

Create list of faculty in cert.spec/cert.achievement/new transfer degree and inform them of workshop. David has all information of people who wrote degree SLOs. New degrees and cert/achievement put in Ciricunet and trackdat. David will send to deans and CC committee.

**a. Workshop Goals**

SLOs are drafted and faculty will be informed on how to do so. Emphasis on Cert. Achievement, AAT/AST degrees, and Cert. Spec

**b. Workshop Date**

Saturday, November 16th at 11am

**c. Faculty Stipend**

\$100 to be included in next paycheck

**5. Questions, Comments, Concerns – Public Comment**

None

Meeting adjourned at 3:45pm

Future meetings: November 4 in 5-339, and December 9 in 10-431.