

College Assessment Committee

Meeting Summary

Thursday, October 16, 2014

2:00 p.m. to 3:30 p.m.

18-206, Center for Academic Excellence

Committee Members - present: Denaya Dailey, Tabitha Conaway, Santiago Perez Etchavarria, Jane Jackson, Teresa Morris, Jennifer Taylor-Mendoza, Madeleine Murphy, Kevin Sinarle

Committee Members- not present: Lakshmikanta Sengupta, David Locke, John Sewart, Samantha Trump, Lilya Vorobey

Guests: Ron Andrade, Theresa Martin, Yifei “Oliver” Li (in for Samantha Trump)

Chair: Jennifer Taylor-Mendoza

Note-Taker: 10/16/2014- Tabitha Conaway

1. Review Agenda- *approved*

Jennifer requested to add Introductions to the agenda, since there were new committee members in attendance.

2. Approve summary noted for April 28, 2014- *approved*

During the review of the summary Jennifer Taylor-Mendoza asked the origins of the term SLOAC in regards to the Coordinator position. Jennifer also suggested SLOAC be changed to SLOC, the Committee approved this change.

3. Accreditation and Evaluating Program Level SLOs Update-

Jennifer Taylor- Mendoza provided the updates:

The “**Skyline Model**” (Roll-Up method of SLO Assessment) was presented to the Academic Senate and was approved.

Currently, this means that the College of San Mateo is using 4 modes of assessment:

- GE SLO Assessment Survey to Graduates
- **Skyline Model**
- Program Review
- Licensing Exams for specific programs

ACCJC Site Visit November 12. The week of October 20th the College President, Mike Claire will be notified which two committee members will be involved with the ACCJC Site Visit during the week of October 20th, 2014. In order to be prepared for the ACCJC visit Jennifer requested that the committee set a date to hold an Informal Meeting. The Informational Meeting has been set for November 7th from 8am to 9am in the Center for Academic Excellence.

The Follow-Up Report of the ACCJC site visit is now available on the SLO webpage.

During the update process there was an on-going conversation on the details of the **Skyline Model**. There was a lot of confusion in regards to the phrase from the last meeting's summary stating, "if 80% of students in a course are assessed as meeting each SLO, and that course is used as part of a degree or certificate, then 'rolling' up those course level assessments will provide a direct assessment that the program learning outcome will also have been met at that same rate-80%". The Committee could not come to a consensus on the specifics of the **Skyline Model**.

Jennifer will follow-up with Karen Wong, Coordinator of Institutional Effectiveness at Skyline College, to gain clarity on the details of the **Skyline Model**.

4. SLO Position Description- Jennifer Taylor-Mendoza

Jennifer provided a written description for the SLO Coordinator position. Many committee members believed that some of the Duties and Responsibilities could be combined. Teresa Morris suggested that due to the learning curve involved with a new Coordinator position that the SLO Coordinator be given 6 units of relief time their first semester and 3 units of relief time for every semester to follow. David Laderman suggested that the Duties and Responsibilities needed a hierarchy, dividing primary and secondary duties. Additionally, David Laderman stated that a main goal of the SLO Coordinator should be assisting faculty with incorporating SLOs into their pedagogy.

Jennifer asked that all Committee members email her their suggestions for the Duties and Responsibilities of the Student Learning Outcome Coordinator by October 24th, 2014.

5. Save the date: General Education Student Learning Outcomes Assessment and Results Professional Development Session- Jennifer Taylor-Mendoza and Theresa Martin

Jennifer explained that ACCJC requires that we share GE SLO Assessment data campus-wide. Sharing this data is designed to introduce a dialogue and provide an opportunity for inquiry regarding SLOs.

Theresa suggested that we present this data in an On-Line presentation during the Fall Flex Day. Faculty could receive credit for participating in the On-Line presentation and answering questions about the presentation. David Laderman stated that he would still prefer a face to face meeting to share data. The Committee agreed that the On-Line Presentation would be acceptable for Fall Flex day, but that a live session sharing the GE SLO Data would be coordinated for January Flex Day.

6. SLO Professional Development Activities for Spring 2015 – Theresa Martin

Jennifer Taylor-Mendoza stated that she and Theresa Martin would be collaborating on creating workshops that target how to incorporate SLOs into pedagogy. Additionally, Theresa stated that some of the up-coming workshops will be focused on SLO Assessment, as many faculty requested guidance on filling out SLO Assessment during Program Reviews.