

Project LEARN Steering Committee Minutes, January 21, 2010

In attendance: Kris Abrahamson, Carole Bennett, Wanda Burzycki, Nancy Chinn, Victor Cummings, Micca Gray, KC Greaney, Kimberlee Messina, Kris Shear, Eric Thompson, Barbara Croteau (guest).

The meeting began at 3:07 p.m.

1. Report from Academic Senate Liaison: At the Jan. 20 Academic Senate meeting, Eric presented an overview of the SLO-related components of the upcoming Feb. 16 PDA Day. The list of morning workshops seemed generally well received by Senate members, particularly because the choice of topics was based on responses to an interest survey sent out to faculty in December. (Note: The PDA committee had reviewed the results of the survey, but these results had not been presented at a Project LEARN meeting.)

2. Report from SLO Coordinators:

- Wanda stated that she had caught up with all communications regarding Learning Assessment Projects, and departments were either launching projects this spring or planning to refine the project during the PDA afternoon session. C-Learn had not received any new proposals or reports this spring.
- Carole said that many courses that had had SLOs added to the course outlines had not yet made it to the Curriculum Committee agenda; some were still with the submitter or submitting department, and some may be stalled elsewhere in the system. Carole will contact department chairs about these courses and will give that list to Kris as well so that Kris can inform academic deans during the next AAC meeting. Carole noted that 965 approved courses currently do include SLOs.

3. Reports from Task Committees:

- **C-Learn:** As noted above, no new LAP proposals or reports have been submitted since the last December meeting, so C-Learn is experiencing a lull in activity and will not have a meeting in January. It is anticipated that there will be a spike in submissions after PDA day. Meanwhile, Wanda and Victor will update the list of departments that have submitted LAPs, and this will be sent out to department chairs and deans as a reference before PDA day. There was some discussion that the process of submitting proposals and reports for one course per department per year is very slow considering the ACCJC requirements for a “regular cycle of assessment,” and that the process will eventually need to be accelerated in some way. Kris A. noted that for state reporting, the college now submits only the percent of courses with completed assessments, not those at earlier stages in the process.
- **Pro-Learn:** Kimberlee and Nancy reported that the quality of recent LAPs for programs, which have primarily been in the Student Services area, has improved.

The Pro-Learn committee is working on a sheet to provide clarification of the development of SLO statements for Student Services, which are somewhat different from SLOs of academic instruction. Most majors have written and mapped SLOs for their program, but fewer certificates have completed this process. Again, there was hope that PDA day would result in the submission of more program SLOs, maps, and LAPs.

- **iLearn:** KC and Micca noted that references to institutional SLOs are appearing within the context of various reports and projects in the College. For instance, KC met with the Student Health group, which has embraced the institutional outcome regarding personal health in its current assessment/research project about SRJC students' health practices and issues. Kris A. asked if there was any information about the Global and International Studies committee pursuing the related SLO, but KC said there seemed to be no recent progress in this area.
- **Student Services:** Kris S. said that the process of submitting SLOs and LAPs from Student Services areas to Pro-Learn has been helpful in establishing more consistent and focused assessment projects. However, other aspects of the college (budget cuts, reduced staff, etc.) have made it difficult for some areas to start or complete projects. Significantly, Student Services will be meeting the afternoon of PDA, which should help provide direction and support for current efforts.
- **Other:** Micca reported that the Library will begin work on developing more concrete service SLOs and forms of assessment during the PDA afternoon session.

4. Spring 2010 PDA Day Plans: A question came up regarding attendance in Petaluma for PDA, in terms of how many Santa Rosa faculty would make the trip to that campus. There was some discussion of accountability, at least for full-time faculty, who are required to attend all 6 hours of PDA activities. Faculty will also be encouraged to attend the Petaluma sessions a number of ways, including reminders from Michelle Booher-Poggi, a message from Dr. Agrella, and an invitation from Jane Saldana-Talley. Wanda will draft a notice for department chairs that explains what to do with the materials developed during the departmental afternoon sessions (e.g., where to send a LAP proposal; where to send program SLOs and maps, etc.). There was also a discussion of how to ensure that departments have a plan for the afternoon. Kimberlee will send out a form to find out if departments need outside help on whatever they are working on. Also, faculty will complete evaluations regarding both the morning sessions and the afternoon department sessions. Kris A. said that she will check with Michelle regarding what kind of exit evaluations will be involved, if any.

5. Communication Strategy for January/February: The focus will be on the Feb. 16 PDA Day. Kris A. will send out a Project LEARN update regarding to progress at the course, program, and institutional level and will include a list of departments that have turned in LAPs. She will also get information from the Curriculum Office about the degree to which each cluster has courses with SLOs. Wanda will speak at the upcoming

Department Chairs meeting to remind department chairs that they should have a specific plan for the afternoon and will be responsible for demonstrating progress on SLOs and assessment.

6. BRIC Proposal: Kris described the grant-funded “Bridging Research Information and Cultures” (BRIC) Initiative from the RP group, in which a team of researchers and practitioners would work directly with college faculty on research, data collection and interpretation, and assessment. The committee reviewed Kris A.’s draft of the application. Overall, the sense was that this would be a very valuable service, like “a conference coming to the college instead of vice-versa.” A deeper and more pervasive understanding and use of data, as well as better access to it, would promote a more “evidence-based” culture at SRJC. There was a discussion as to whether the BRIC would be more effectively applied to the PRPP as opposed to SLO-related assessment, but at this point, Dr. Agrella has indicated that the preference would be towards SLOs. This would also reflect that outcomes assessment was a priority of the institution. The committee voted to endorse Kris A.’s application, with a few minor changes.

7. Defining “Regular Cycle of Assessment”: The eLumen program for recording and analyzing assessment data would allow the college to move towards a regular cycle of assessment, accelerating and organizing the processes that are now supported through C-Learn, Pro-Learn, and iLearn. Kris is working with Mary Kay Rudolph and with Ricardo Navarrette to have the purchase of eLumen included in their respective PRPP’s.

The meeting was adjourned at 2:55 p.m.