

Project LEARN Steering Committee
Minutes: Oct 17, 2013

In attendance: Kris Abrahamson, Wanda Burzycki, Li Collier, Micca Gray, Nancy Persons, John Weser, Catherine Williams, Anne O'Donnell.

1. Approval of Minutes – MSC – Minutes from 9/19/13 meeting approved.
2. Report from Academic Senate Liaison:
 - a. AS President has expressed interest in continuing to attend iLearn meetings; please put Robin's name on the email list for upcoming agenda, etc. Senate agenda continue to have threads linked to assessment, e.g. discussions related to implementation of the Student Success (SS) act. Will ask Robin about being on every Senate agenda and to give brief report once a month.
 - b. Both Anne and Lee attended the RP Student Success Conference (also in attendance: Victor Cummings, Ann Foster). Several sessions were inspiring, especially presentations on interdepartmental work and cross-campus dialogues and collaborations. Between reports from the ACCJC and this conference, SRJC is offering much less support for assessment efforts. Many smaller colleges have 50-100% reassigned positions for coordinators to help ensure that assessment is meaningful, continuous and robust. Li reported on sessions related to implementing SS goals and on practices of SS and Equity committees at other colleges.
3. Report from SLO Coordinators: Wanda and Anne
 - a. Both Wanda and Anne attended 9/24/13 DCC meeting to communicate availability to support Department chairs in assessment efforts.
 - b. Great progress after meeting with individual chairs. Both coordinators feel that this individual approach is more productive than the mass emails. Many chairs were happy to remember the MAPS of "Course to Major/Certificate SLO's". Need to find out where these MAPS are located as new chairs and many Admins don't currently have possession of these documents and don't want to reinvent them. Wanda and Anne will meet with Liko (IT) to see if Maps could be uploaded into Sharepoint for easy accessibility.
 - c. Discussion followed re: currently low completion of SLO assessments.
 - Need to dispel faculty concerns:
 - An assessment that shows low achievement of SLO's CANNOT be used for individual faculty evaluations.
 - SLO assessments should focus on students and on course, not necessarily on individual faculty performance.
 - Documenting "SLO not met" should simply be followed by reasonable suggestion for improvement.
 - An "outcome" of SLO assessment could be to rewrite the Course SLO.
 - Chairs are already overworked and resist making SLO assessments a higher priority when they're mentioned at DCC meetings. Some chairs still feel that there is limited or no meaningful benefit to this process.

- d. Clarified college's goal that assessments for at least one SLO per course will be completed by Spring 2015 for 100% of courses currently being taught. Departments/faculty can do more. Whether to do all SLO's for all courses or less should be discussed and prioritized at the department level. Similarly, setting criteria for success in meeting SLO should be set at the department level. However, anything less than 70% of students meeting the SLO would need an explanation. For some, the goal may be 100%. Identifying and assessing course SLO's that match major/certificate outcomes will help in achieving goal of completing 100% major/certificate assessments by Spring 2015. Robust discussion followed re measurability of more "lofty" SLO's. Recommendation is to keep these and review whether courses continue to connect to these goals.
 - e. Corrine will work on the SLO website. Wanda will try to meet with her in the next few weeks.
 - f. Spring PDA presentation re: SLO assessments has been booked.
 - g. Anne and Wanda will also schedule another meeting with Liko for several Sharepoint "fixes", but need strong support from administration to ensure that this becomes an IT priority.
- 4. Communications for October/November – some suggestions – keep it SHORT and inspirational with specifics e.g., reminder to use the MAPS, PDA opportunity, reminder to use college Administrative support and SLO coordinator support for help with writing and inputting assessments.
 - 5. Project LEARN Goals for 2013-14 – deferred to November meeting. Needs an introduction to SLO Goals Document.

Meeting adjourned 2:50 pm
Respectfully submitted
Anne O'Donnell