

Project LEARN Steering Committee Meeting Minutes

Room 526, 1-3:00 p.m., November 21, 2013

In attendance: Kris Abrahamson, Wanda Burzycki, Robin Fautley, Anne O'Donnell, Nancy Persons

The meeting was called to order at 1:05 by Kris Abrahamson, Project LEARN Co-chair.

Academic Senate Report: There was no formal Academic Report since Anne had not attended an Academic Senate meeting in the last month. However, Kris presented to the Senate on Nov. 6 a proposal for General Education SLOs based on the Degree Qualification Profile (DQP). Overall, this seemed to be well received and will be brought back on a future agenda for further discussion.

Also, a couple issues related to SLOs, faculty, AFA, accreditation, and the Academic Senate have come up:

- There are concerns about SLO assessment as part of faculty evaluations. Currently, participation in and reflection on assessment is part of full-time self-assessment, but there is not any language related to SLO assessment in adjunct faculty evaluations.
- There are also concerns about the accreditation requirement that SLOs be stated in course syllabi. Questions have come up about the degree to which this can be required, based on college policy and the faculty contract. Is a link to the Course Outline of Record adequate?

Report from SLO Coordinators: Anne has met with a cluster and gave an example of a cover letter to a chair with percentages of assessments and the relationship of this to certificate and major assessment. The group complimented her on the effectiveness of her communication.

Wanda has met with Corrine Haverinen to make some updates to the SLO webpages and has worked with some individual faculty and some departments on SLO assessment.

Communications: There was a discussion of the challenges ahead regarding meeting the Senate goals for assessment. Support for departments and individual faculty include:

- Offering office help to input older SLO Assessment Report forms that are in Word or hard copy.
- Reminding faculty of available flex credit—up to 3 hrs/semester for adjunct and 6 hrs/semester for full-time.
- Reminding the college on the goals and our progress.

Kris will write the next all-college communication and include those items. She will send a draft out shortly after this meeting for committee feedback and send out the communication right after Thanksgiving.

The next Project LEARN meeting will address the GE SLOs with an intent to simplify them.

The meeting ended at 2:59 p.m.