

Project Learn 01/18/2018

Present: Josh (student), Saeid Eidgahy, Smita Avasthi, Mary Kay, Kerry, Kim Starke, Andrea, KC

Report form Academic Senate Liaison - Smita

ILO's went to Senate and they voted to remove
KC and Smita noted that the senate appeared to be closed to any new
information

MK wants the issue to be revisited at the Senate

SLO Faculty Coordinators

MK:

We have a problem with the coordinator. MK met with Senate leadership for Senate SLO coordinator. They thought that it should be done by student (or similar). They recommended that we only have one coordinator rather than two.

We need senate appointees including one who is a senate coordinator. Need to have someone who can do it temporarily. MK and Erik will appoint.

SLO Coordinator Duties: Conduct workshops, do outreach, PDA session, etc.

Smita will contact Erick about the need to have the coordinator.

Saeid will check with Megan to see if there is a job description

Josh: (former STNC technician) 5,044 courses, but it's the easiest job he did vs. courses and programs.

Conversation about SLO's on the academic side and the resistance from faculty.

Current process:

2 coordinators would reach out and encourage and help them to get it done.

regular assessment and feedback loop

must be done every three years - do a third each year

It's about closing the loop

It's not meant to be punitive

Josh demonstration

Old system (Sharepoint) - no uniformity, a problem if there are errors, etc.

New system (Formstack) - Pull down menus and fill in the blank

Needs to have the ability to assess more at the same time

Make it easy for faculty, but also give them an option to add lots

departmental information.

Conversation about how to convince the faculty that it is worth their time.

When a form is submitted it goes to a “warehouse”. There will be an ability to convert to charts, etc.

SLO participation is required to participate.

Josh will follow up with Smita and Andrea to get additional information and report back at next meeting.

It is possible to import data from Sharepoint to Formstack.

SLO faculty coordinator:

Discussion of how to make it easier for the SLO coordinator as faculty without administrative support. Need to appoint a SLO coordinator for Spring 2018 and then write updated description of what they will be doing. It was suggested to move toward one faculty coordinator with administrative support for entering/tracking data. The coordinator would offer support in creating assessments, making progress, training faculty etc.

Smita will connect with Eric to discuss the coordinator position with Academic Senate. She and Josh will try to demonstrate new software to Senate at February meeting. They will also discuss new job description and coordinator role with Academic Senate.

Minutes from 11/17 meeting approved. No minutes from December as we did not meet.

Meeting adjourned.