

ASSESSMENT COMMITTEE

Solano Community College

Minutes – Wednesday March 22, 2017

2:30-4:00pm, Room 902

In Attendance: Amy Obegi, Peter Cammish, Rebecca Estes, LaNae Jaimez, Ferdinanda Florence, Terri Pearson-Bloom, and Randy Robertson.

- I. Approval of Agenda, change made to add “Accreditation Compliance” to the discussion. 1st Terri, 2nd Randi, approved unanimously.
- II. Approval of Minutes from 3/8/17, 1st Randi, 2nd Terri, and approved unanimously.
- III. Public Comments, None.
- IV. Discussion/Information Items:
 1. *Accreditation Compliance*. A. Obegi was asked by Research and Planning to provide a count of the number of SLOs and PLOs that have been currently assessed for the ACCJC annual report. She disseminated a list of currently unassessed courses to the committee to determine if any of those courses had been assessed and weren’t in the database. Coordinators agreed to investigate and report back if they have any of these course assessments. A. Obegi agreed to input into the SLO database courses from the shared drive that show up unassessed, but are in fact complete.
PLOs are to be completed in program reviews, but there a number of programs who haven’t completed their reviews. Randy Robertson provide the completed PLOs for Science and Michael Wyly provided them for Liberal Arts. Social and Behavioral Sciences provided an update on which PLOs in their areas were assessed. A. Obegi said she would determine what other programs have not been assessed. T. Pearson Bloom suggested we house them all in one place and don’t count them as assessed unless we have a copy of the assessment. In CurricUNET Meta, PLOs and SLOs will all be housed in one place, making this reporting easier in the future.
 2. Status of GELOs and ILO revisions. The revised GELOs and ILOs were approved by Academic Senate on March 20th, 2017. A. Obegi thanked the committee for their thoughtful and expedient work on these revisions.

3. Feedback/ideas from flex presentations March 14 and 15th :
- a. *Adjustment to the planned action page in CurricUNET Meta.* It was suggested at the flex presentation that there always be a space faculty can write in what worked well and what they will continue to do relating to successful SLO assessments, not just when “no changes are necessary.”
 - b. *Database not entirely up to date.* We will need to continue to update changes to the SLOs and their assessments.
 - c. *Need for continued support/samples for success criteria.* In this workshop, it was clear that faculty will need time to come to consensus about success criteria rubrics. Explorations of these rubrics could result in changes to the SLOs themselves.
 - d. *Every department calendars their plan for creating success criteria rubrics for their courses.* Saki Cabrera suggested at a flex training that every department creates a timeline for updating their success criteria. The Assessment committee discussed the idea, but thought it might be best to first create the handbook and good training materials. Also, it was discussed that when faculty go through curriculum review, success criteria will be looked at. This will be a natural time for faculty to update them. We DO want faculty to be thinking about creating success criteria rubrics and starting the process. The committee discussed the positives and negatives of having some sort of financial compensation or monetary stipend for the program if success criteria are created. No consensus was reached, but further exploration of this option would be good.

4. CurricUNET Assessment Module Feedback:

The following changes were suggested to the Assessment Module

1. Add a box for the CRN for the course. If you are assessing more than one section of the same that fits the same scheduling pattern (modality, time, and duration), add the additional CRN (s). In the results, box that says how many sections are you assessing.
2. Take out afternoon, so faculty choose between day and night course.
3. In the Quantitative Results take out the A's, B's C's. Just say detail the assessment results. If quantitative box isn't filled out, prompt that says be sure to fill out.

4. In the methods section have a text box that says: Please either attach a copy of the assignment (s), test questions, etc. used to measure the SLO, or copy and paste it into the text box.
 5. In planned action: Effective Practices: Please state the successful classroom practices you will continue to use for this SLO. Changes: Keep the boxes we currently have.
 6. We need to find a way to map the PLOs with SLOs and to use our “I, D, M” system. Only on mastered ones do we prompt, is this SLO assessment being used for the PLO assessment.
 7. New GELO and ILOs need to be added.
5. *Assessment Handbook Progress.* A. Obegi will work on the handbook over spring break when she has uninterrupted time for writing. She will share a draft of the completed portions at the April 26th Assessment Committee meeting for feedback.
6. *Unassessed Courses.* We still have a number of unassessed courses for a variety of reasons: new course not taught yet, hasn't been taught in some time, not complete by faculty, adjunct faculty that have moved on, course cancelled due to low enrollment, etc. A. Obegi and the coordinators will work with faculty to get as many assessed as possible.
7. *Assessment Newsletter.* The committee agreed to draft newsletter was ready to be disseminated

Next meeting – further refine training/“go live” plans

Future Meeting dates for Spring 2017:

April 5, 2017

April 26, 2017

May 10, 2017