

# ASSESSMENT COMMITTEE

Solano Community College

Minutes – March 7, 2018

3:30-5:00pm, Room **902**

In Attendance: Amy Obegi, Lisa Abbott, Ferdinanda Florence, Cynthia Jourgensen, Terri Pearson-Bloom, Randy Robertson, David Schrupf

- I. Approval of Agenda, 1<sup>st</sup> T. Pearson-Bloom, 2<sup>nd</sup> R. Robertson
- II. Approval of Minutes from 02-21-18, 1<sup>st</sup> R. Robertson, 2<sup>nd</sup> T. Pearson-Bloom
- III. Public Comments - None

## IV. Discussion/Information Items

1. *Curriculum Committee feedback on SLO/PLO workflow.* The committee discussed the workflow for future SLO and PLO updates in META. At present to make SLO/PLO updates, changes need to go through the entire curriculum committee process through a course or program modification. Lisa Abbott shared what happens when a course modification is initiated. The faculty has to review multiple aspects of the course, and then it needs approvals from faculty, curriculum committee reps, assessment coordinator, librarians, articulation officers, deans, tech review, curriculum committee, and board approval. The curriculum office is currently understaffed which impacts workload/workflow. We considered the need for faculty to get their SLO updates in META in order to be able to assess their SLOs. The lengthy process of a course modification will mean assessments will be delayed. Further, if faculty want to make changes to SLOs, it would be more efficient to have a quicker process.

The committee recommended a process moving forward where SLO and PLO updates require two faculty approvals and then the assessment coordinator's approval. Having faculty approvals will help ensure that an individual faculty member doesn't change SLOs in META without having other faculty member's input. The assessment coordinator will help ensure they are written and mapped well. Through the regular process of curriculum review, SLOs can be looked at in more depth in terms of their relationship to the course objectives and program as a whole. A. Obegi will solicit input on this proposal from VPAA Williams, the Curriculum Committee Chair, Jim DeKloe, and Academic Senate.

2. *PLO Assessment Pilot update and other communications with Governet.* A. Obegi reported on the feedback from Governet related to issues that have arisen. Below is the email sent to Governet and the responses:

When the changes were made to the workflow for SLO assessment, a box was added back to the SLO assessment that we requested not be there. I was wondering if it can be removed again, or if there is some reason it must be there. It is the drop down which asks which version of the course. We would like the SLO choices to default to the current revision (no drop down required). Yes., we will remove this.

In some program modifications or new programs created a while ago the program learning outcome boxes can not be opened to make changes. I don't believe this happening with current ones, but it happened with our Social Justice Studies degree and the Studio Arts degree (for example) which were generated a while ago. We need to be able to go in and edit these. This is an issue we are aware of. We are having to do some development work to get this corrected. Ticket DST-2142 and it is currently being worked on.

When doing an SLO assessment, if the instructor chooses that there is more than one CRN that they are assessing, then boxes show up from CRN 2 and CRN 3. If there is only two CRNs they are measuring and wish to leave CRN 3 blank, it will not let you launch without that third CRN button being filled in. The 3rd box should not be a launch requirement. We will put in a ticket to correct this.

There will be a number of changes to the PLO assessment module, but we were hoping to have data generate before we make our final recommendations. One change we know for sure we will want is having the degrees clearer in the drop down menu. This was fixed at one point, but is no longer correct. They should drop down as AS degree, AS-T, certificate, etc. Otherwise it is impossible to know which degree you are selecting to assess. We are looking at getting this corrected and seeing why it went back to how it was set up originally so this does not happen again.

3. *Deans as reviewers.* A. Obegi reported she hasn't heard official word from the Faculty Union. Erin Farmer said she didn't see any red flags, but will wait for word from the executive board.
4. *Initial discussion of program review META module – integration with Assessment.* F. Florence shared with A. Obegi her start on a mock-up of the program review module in META. When she gets to the assessment portion, we will talk more with the assessment committee about the program view/assessment module integration.

5. *Canvas and Assessment integration.* A. Obegi reached out to Erica Beam, Distance Education Coordinator about getting SLOs in the objective portion of Canvas. She believed that could be done, but likely manually. She mentioned that there would be a rubric training at the DE Days portion of the optional flex days. She offered if we had any ideas of best practice, they could be included. The committee thought that in the future, it would be good to have trainings on SLO outcomes assessment through rubrics in Canvas.
6. *Assessment Newsletter.* A. Obegi said she would create a newsletter about the upcoming assessment training and guidelines around SLO assessments.
7. *March flex trainings and books for fall flex.* There will be assessment trainings on the two optional flex days; two on SLO assessment in META and one on PLO mapping in META. A. Obegi shared two different books on Assessment to consider for fall flex. The committee thought they may be too long, and we may want to start by looking at some shorter articles for discussion. She said she will look for some more concise articles.
8. *Assessment Coordinator Position.* A. Obegi shared that the assessment coordinator position was written as a two year position, with a one year extension if service is deemed satisfactory. A. Obegi is coming to the end of her second year. She has reached out to VPAA Williams twice to see if the position will be extended for another year, but hasn't heard back. She will let the committee know when she learns more. She will work a third year, but will not apply for another 2 year term.

Future Meeting dates for Spring 2018:

March 21st  
April 18th  
May 2nd  
May 16th