ASSESSMENT COMMITTEE

Solano Community College
Minutes – October 4, 2017
3:30-5:00pm, Room **902**

Meeting called to order at 3:34pm
In attendance: Amy Obegi, Ferdinanda Florence, Cynthia Jourgensen, Terri Pearson-Bloom, Kimberly Ramos, Randy Robertson, David Schrumpf, and Rachel Smith.
Note: No members of the ACCJC visiting team attended though it was on their schedule

I. Approval of Agenda, 1st T. Pearson-Bloom, 2nd, D. Schrumpf
II. Approval of Minutes from 9-20-2017, 1st. R. Smith, 2nd T. Pearson-Bloom
III. Public Comments: None

IV. Discussion/Information Items

1. Update on:
   a. *Adjunct pay form* – The new adjunct pay form was posted on the website and will be advertised in the next newsletter (volume 12)
   b. *Union consult on dean's role with Individual Instructor SLO assessments* – A. Obegi contacted Union President Erin Farmer by email and requested feedback on the Dean's role in individual instructor SLO assessments. E. Farmer said she would consult the union, but hasn't heard back their response.
   c. *Requested changes in META.* There are a few glitches in META that A. Obegi has requested help from Governet with: 1) the assessment coordinator recently lost a "reviewed" button for course modifications (only allowed the option to hold for changes), 2) in some SLO changes proposals, the ILOs selected are listing multiple time, and 3) there is an extra "Global Awareness". F. Florence brought up that in Tech Review of Curriculum Committee, a lot of time was spent on adjusting the SLOs wording. The committee thought it would be worthwhile to consult with the curriculum committee chair to talk the level of exactness we were demanding, particularly on courses that had already been approved by the Assessment Coordinator. Overall the committee wanted to note they are satisfied with META and are hopeful about the functionality it will provide.
   d. *SLO contest/updates in META* – A. Obegi will request another report from Governet that shows our progress on SLO only changes. We still have a long way to go in getting all updated. Coordinators are encouraged to

support faculty in any way they can to get them updated in META. The next newsletter will show general progress by school on SLO updates.

e. *Accreditation and Assessment.* A. Obegi reported that only one visiting member of the 3 scheduled met with her about assessment. He wanted to look at META and talked about disaggregation of data. No visiting team members attended the Assessment Committee meeting. As SLOs were one of the areas of our quality focus essay – we imagine there will be recommendations related to assessment in our report. The committee agreed we have made substantial progress on our goals and outlined in the quality focus essay.

2. *Volume 12 Assessment Newsletter* – The committee okayed the newsletter. R. Robertson asked if it could be distributed tomorrow ahead of the Math and Science school meeting.

3. *PLO Assessments* – The committee discussed the design of the PLO page in META. Details are included in the document below

4. October 10th flex training and other support efforts for faculty.

5. For next meeting, plan which GELO and ILO we want to focus on for Spring flex training

Future Meeting dates for Fall 2017:

October 18th
November 1st
November 15th
December 6th

SOLANO COLLEGE PLO ASSESSMENTS - Aggregate of Mapped SLOs to a PLO

Draft ideas for META based on Assessment Committee discussion on September 20, 2017 and October 4, 2017

First Tab: Main Page

Report Title: Degree/Certificate, Year
Originator:
Date:
Select Program
Select Outcome (drop down menu)
Success Criteria automatically generates
Summary from previous PLO assessment (text box with these instructions "Please summarize your findings from the last time this PLO was assessed. What planned actions were initiated?"
Co-Contributors (drop down with names)

*We would like all mastery level SLOs mapped to the PLO to be generated from the past six years

Second Tab: SLO Methods Included in PLO Analysis

This page will automatically generate an aggregate of the methods that were used to assess the SLOs that were mapped to the PLO that is being assessed.

Third Tab: SLO Results Included in PLO Analysis

This page will automatically generate the SLO results of the assessments that are mapped to this PLO. If there are multiple SLOs being analyzed, they should be categorized by course. We would like to organize the page so that the results can be generated in categories so that it is easier to see trends.

Modality
Time
Duration
Location

We would like a link to the entire assessment if people want to individually review each one

Fourth Tab: SLO Planned Actions Included in PLO Analysis

This page will automatically generate an aggregate of the SLO planned actions that are mapped to this PLO. We want to specifically pull the check boxes as an aggregate, but the comments should be listed as text.

Fifth Tab: PLO Assessment Findings

We would like this page to start with an aggregate at the top that is generated from the SLO results. There should be boxes that show the total number of sections assessed, the number of students enrolled, the number of students assessed, the number of students successful and the percentage of students successful. We would also like it show a range of the percentage successful.

There should be four text boxes on this page under the aggregate numbers

Summarize the results of all SLOs assessed. Discuss what needs and issues were revealed, including if there were differences across modalities, location, etc.

What do these results tell you about how well students are mastering the knowledge or skills for this program outcome?

Discuss the efficacy of previous planned actions for this PLO. Do you believe they improved student success, why or why not?

What steps do you want to take in the future to improve student learning on this PLO? What effective practices do you want to make sure are repeated?

Sixth Tab: PLO Planned Actions

"Specifically state the next steps that can be made to improve student learning on this outcome. Consider the program, the classroom, and the college"
The check boxes that are in the sandbox will stay. It is important that when a box is checked, a comments box generates. The title "In the Department" should change to "In the College." A heading should be added first that reads **In the Program** with the following boxes listed below.

In the Program
- ☐ Alter the SLOs that are being used to assess the PLO
- ☐ Modify the PLO
- ☐ Alter the sequencing/prerequisites for courses that prepare students for the PLO
- ☐ Faculty collaboration across modalities or locations to discuss student success
- ☐ Program collaboration and/or professional development on effective practices in SLO and /or PLO assessment
- ☐ For CTE programs, analyze results as compared to advisory committee recommendations and/or industry needs to determine if changes need to be made
- ☐ Other