

Learning Assessment Committee Meeting
Friday, 3-22-13, 2013
1:00 - 2:30pm in F170/Conference Rm

Present: Vina Cera, Cheli Fossum, David Mitchell, Karolyn van Putten, Kathy Williamson,

Agenda item 2a & 2d) Reviewer stipends & update/need for increased release time next year:

- While in the process of giving an update on new ACCJC expectations - the need for the requested resource allocations (1 -1.5) became a lot clearer
 - no one mentioned opposition, yet there are still no funding sources
 - though we have gotten a verbal OK from the President, we're still waiting for the VP to find funding
 - reviewer stipends were mentioned, as an example, at a recent Laney Augmented Leadership conference, and that we've chosen to review all TaskStream submissions, which takes a lot of time and effort
 - the word is now out there

2c) Administrative/Business Service areas assessment:

- Dr. White is working on this actively
 - she's going to update the document she was originally working on in 2009 which will address administrative/business services assessment

3a) ACCJC Implementation Report & associated evidence:

- Karolyn told that the report was filed electronically on March 15th when due. A CD of supporting evidence was delivered the following Monday
 - an extra copy of the evidence CD was made for our archives
 - the President asked for some last minute language changes
 - she thought we had undervalued what work we'd done in college, so the burning of the CD had to be postponed until the narrative was done
 - way of finding out if proficiency levels is actually true
 - Karolyn also spoke with an ACCJC officer (a former BCC administrator), to explain how they would be using the report information, and what sorts of actions they might take based on the reports.
 - she explained that they were using this data - like annual fiscal reports - compiled to represent the state of the field, and that the most likely action they might take would be to request more data

3c) TaskStream: new features/expanded capability:

- 2 representatives of TS presented - one flew here from NY
- some improvements have been made - and we were told that TS would rearrange items if we let them know what we wanted/preferred

- they are also willing to take us through what those changes are
- the focus was on their modules : we are interested in the Program Review aspects - found out we're actually paying for it all along
- it seems it would be easy to program TS to demonstrate assessment for our Program Reviews.
- Since there are some in the Dist. who are advocating for CurricUNET to do this, a choice for software for Prog. Rev. is still not decided. There's going to be an inquiry as to what features CurricUNET can offer next week, held at the District.
- TS personnel reported that some years ago when the question of collaboration w/CurricUNET was first asked , TS was willing to import/export info from c-net, but c-net was unable to do it at the time
- can be written, and added to, does not address using for results of assessments
- Karolyn was further impressed with TS's reporting capabilities when doing the ACCJC narrative
- TS also mentioned that it was possible to import ACCJC standards into TS, and we could then use these in our assessment reporting
- it would be interesting to see what other schools are doing w/TS:
- COA is going to research that issue

3b) LAC web site review/inquiries:

- we have talked about reorganizing the LAC web site previously
- Kathy: (updates the current site) thinks some of the pages overlap in content, and make it confusing for navigation
- ours is probably the best documented group in the college
- Kathy wanted to know what we considered the most import items and how we should organize them on the site, and how to possibly make it more interactive
- we spent some time scrolling through the site and commenting on the current situation, as well as what we would like to see improved
- Kathy will take some time to decide what makes the most sense in terms of design and content, and will then show us her revised outline
- Cheli will consult with her on the project

3e) Recap on the Joint Curriculum Cte. and LAC work session on 3/15/13:

- there was a satisfyingly large turnout
- jt appears that joint efforts between the 2 cte's seem to work
- we'll continue to schedule these joint workshops

3d) Preparation for 4/12/13 TS Work Session:

- Karolyn will be out of town on 4/12, as well as other problems w/this date
- we decided to cancel this session
- we discussed a date to replace it
- since we already have a workshop on May 29, perhaps the beginning of may would work, making it a joint session w/CurricUNET

- we chose May 3, 2-4pm
- at that point (beginning of May), we could input an assessment plan, and at end of May (on the 29th), we could document results.
- (we need to document cancelled meetings)

4) Expanding from ILO Launch....

- could be addressed partially, by the President getting someone to do newsletters, bulletins, other PR
- LAC cannot fulfill its charge without more support
- we talking about how we could expand the size of the cte.
- we could try to solicit new hires
- assessment should be made a part of input to new hires
- we also talked about how we could lobby for new hires from retired faculty whose contracts were already in the budget - e.g Math

6) Hand-holding Updates:

- David: is in constant contact w/several faculty members
- he finds that because of all the work done with them, they're becoming more independent, so that overall, there's less activity than last semester
- Kathy: has a steady crew of faculty with whom she consults ,
- she also has less overall contact than last semester
- often, faculty say they want help, but don't always respond to our emails and follow-up for hand-holding
- part/timers also comment that full/timers are not doing their share of the assessment process - even though they are getting paid
- we discussed whether or not there will be hand-holding next semester, and who will be doing it, since both Kathy & David will be co-chairing
- this new handholding faculty should easily account for the extra .5 release time requested
- SLOAC will be responsible for this lobby
- this is a good example of college-wide action on the results of our assessment of a need (trying to fill an assessment gap)
- we decided that the term "hand holding" was somewhat patronizing, so Kathy and David are now officially "faculty consultants."