

**Learning Assessment Committee Meeting**  
**Friday, 4-26-13, 2013**  
**2:00 - 3:45pm in F170/Conference Rm**

**Present:** Vina Cera, Cheli Fossum, Ann McMurdo, David Mitchell, Karolyn van Putten, Tina Vasconcellos, Kathy Williamson,

**- Reviewed 3-19 combined C-net/TaskStream Workshop:**

- there were not enough participants to justify an event
- a few part-timers were helped
- the poor turnout was a further indication that faculty don't really work on assessment during mid semester
- we're hoping to have a better response at our end of semester session, like last year
- hopefully we'll have access to F170 after school ends
- we can always fall back on math/mach shop labs

**Institutional Effectiveness Shared Governance Report:**

- College Council charged the IE committee to collect information from all shared governance ctes. to get clarity regarding their charge
- LAC is not a shared governance cte, Karolyn was asked to do the same for the LAC
- she reviewed our archives but couldn't find any evidence for how we got our charge, so took our mission to be our charge
- we need to move towards using evidence of assessment for resource allocations
- best way to get evidence is by using the Program Reviews
- we'll need to revise the template to mine this information
- this is going to be a major undertaking...who's going to drive the process?
- this same charge would have to be given to all shared gov. ctes.
- if we actually were doing this, we could use the report to get more resources

**Tina Vasconcellos Report:**

- to date no requests for stipends received, though some are in the works
- administrative and business services are working on assessment
- report on list of prioritized classified positions OK'd by district:
  - 15 classified new hire positions were added
  - curriculum support specialist
  - staff assistant for SLO assessment
  - research assistant was not added to list
- we wondered if there was someone we could ask regarding whether our needed positions were possible

**Senate Plenary Report & Our Plans:**

- As an institution, we are in the awareness level - we are not (as an

institution) using our assessment results to plan and strategize

- we need to think through how we can shift attention from just DOing assessment to how we USE assessment
- it's necessary for all college entities to do program reviews
- Karolyn and Tina attended breakout sessions on:
- how to make sure this use happens, how it gets into planning...
- Foothill College had the most robust evidence
- it did take them some time to get their system into place
- we wondered about their process to deal w/this issue
- Karolyn showed us their web site and we briefly looked it over
- will model our process from Foothill College
- we need to look at student experience, division supports health/wellness, funding promoting events across campus, math, sciences, ILOs, CTE tech skills...
- Tina reported on our plans for administration services to date:
  - in process of drawing them up - Dr. Cohen is drawing up plans for both VP positions
- these need to be posted on our web site
- we also have to make sure that the entire college population is aware of this strategy - everything needs to be front and center these days
- we actually have a unique Board policy - the Board chose to pass a resolution along these lines 4 years ago - when Board was revising its policies, it was encouraged to transition this into the new Board policy
- we currently don't have a policy about the use of these assessment results
- LA Valley College, has evaluation of assessment participation as part of the faculty contract, with approval by their union
- we wanted to know what they considered the responsibility of adjunct faculty
- we need to formulate questions to reframe our own dialogue....and revise program review templates to reflect the integration of assessment results
- Cheli wanted to see what their evaluations look like....
  - do we really want to keep asking "when are we going to get it done? and continue to be discouraged because we're not making any progress?"
- ACCJC has changed to asking for results and activities based on assessment - which needs to be ongoing and everywhere
- dialogue is not enough - what are changes made as a result....
- how about e portfolios? these can be a definite part of assessment
- it's difficult to take a next step at this end of semester time
- it's too hard to focus on now
- we need to work on making a transition in the fall
- before we can use assessments, we need to have them first
- we need to get faculty to think about this by the end of fall
- we need to explain how this is going to be used...e.g: effect their budget, then they might take notice
- it needs to be a peer group process with people working as a team
- this is a shift to a group focus, tied into resource allocation  
(next year is a unit plan year, not a program review)
- perhaps we can create some sort of diagram (visual) of how assessment links to

all resources...diving into a pool of cash?....

(eg: basic skills focus is shifting from basic skills to "completion"

- we now need to have data to support what we're asking for

( eg. assessment. is your data)

- assessment is a "springboard" to get resources - anything that shows needs or works well

- do we have enough data to support our needs?

- how do we pull the data we have together?

- Elnora signed off on our report from last meeting

### **Stipend Requests & Further Plans:**

- Tina reported she's not received any requests for stipends to date

- most will be submitted at end of semester

- we've not lobbied the Pres. yet for increased release time for next year

- Karolyn & Tina will ask for a meeting w/President to follow up on this

- needs to be done quickly because faculty have loads adjusted and college needs to find a funding stream so this can happen

- they will try for a meeting in a couple of weeks.

- also need to start thinking of goals for next year

### **Thoughts re goals**

- finding out how to transition to using assessment results, strategizing a plan for integrating assessment into all decision making and resource allocations across college....

- cd we look thru TS, and ID depts who've completed a lot of assessment

- invite them to talk about transition - do some demo depts - maybe have a lunch

- or a lengthy meeting - dialogue centered around using results of their assessment, mentoring other depts, explain what results will be - get some backing from administration - making them aware of what's going on - having to use data-based requests for funding - get some idea of where administration is going with this

- develop a plan for integrating assessment into all decision-making & resource allocation at school

- start by forming a demo group from dept/s that have been doing authentic assessment, w/structured dialogue centered on using the results of assessment as described above:

a awareness

b mentoring

c data-driven decision-making

d assure innovation grant/award offer

e showcase faculty doing authentic asst by college prize

- should we bring President into these meetings to give deliberations some teeth?

- eg have assessment-wide stipends

- extra stipends for assessment awards/grants

- need better PR so people become aware ---

- showcase people who do a lot of work....
  - Next year there's going to be heightened activity to prepare for ACCJC self evaluation
  - we need to be already doing above activities for that
  - in the fall we'll be doing Unit Plans - assessment piece will be in there - so we'll be doing this linking to program review
  - by spring, it'll go to all the committees - which would show that we'll be doing this assessment
    - our 2 new VPs will be making the decisions about allocation
- Kathy brought up that we still need to keep on working on ILOs - haven't followed through on previous plans
- we shouldn't forget about raising awareness surrounding ILOs
  - at City College: in halls - large posters about each class involved in process
  - we could mimic this in Math , ESL quads
  - in Cafeteria: could be Student Services stuff - an advertising campaign
  - send out something each month on an ILO
  - should look back at what we said we'd like to do with regard to ILO s
  - maybe next meeting should be devoted to concrete planning for our goals for next year

Kathy: student competition for poster relating to ILOs - (shows students are thinking about it

**"a year of communication..."**