

Laney College
Learning Assessment Committee
Meeting Notes for February 24, 2006

Members present: Vina Cera, Cheli Fossum, Jackie Graves, Evelyn Lord, Ann McMurdo, David Mitchell, Mae Frances Moore, Louis Quindlen, Linda Sanford, Karolyn van Putten, Ed Wright.

Absent: Tracy Camp

1. Louis distributed information from three other colleges (Cabrillo, Bakersfield, Santiago Canyon College) regarding incorporating SLO's into course outlines. Linda reviewed the background information on this. Members are to read the information and we'll discuss it at the next meeting. **Our goal is to propose a standard format we can use to include learning outcomes on our course outline forms as an addendum.**

Linda mentioned an article that she'll duplicate and put in our boxes.

2. Report on Assessment Inventory:
Preface data with methods.
Introduction, methods (steps) – could be a bulleted list
Results
Analysis – committee will help with this.
Cheli will bring a draft to the next meeting. The group will analyze.

3. Discussion of brown bag sessions

Cookie brown bag part 1 impressions:

Louis – should we be more structured so that we can come to consensus?

Linda – what do we want? To promote dialogue, or to come to consensus? It seemed like a role reversal – we had to be the students instead of the teachers, and she sensed some tension.

Outcomes vs. Objectives brown bag:

We discussed 4 different versions, including Scroggins. People seemed possibly more confused than before.

Linda – that's great as long as there's dialogue.

Evelyn – glad there was confusion because that's the first step in coming to consensus. If/when it comes to the faculty senate, some people who have already been involved in this discussion will be able to help explain to the faculty senate when these questions come up.

Linda – uncomfortable but great

Discussion of outcomes vs. objectives should also happen at the department level.

Jackie – sounds like outcomes is a more global view.

Mae Frances – individual instructors can personalize it.

4. Evelyn distributed the revised draft of the Memorandum of Understanding from the District Academic Senate regarding assessment (how it will and will not be used). Evelyn pointed out the changes that were made and explained why the other changes we recommended weren't made. The main point is that assessment won't be used for evaluation of faculty. As for what it will be used for, the MOU indicates the broad approach, but each college will develop their own assessment process. The MOU is not meant to require us to assess in any particular way.

The committee felt comfortable with the revisions. Evelyn was then going to take it to the academic senate meeting to get their approval.

5. Cheli asked for suggestions on the information bulletin/newsletter that we're going to put out. Suggestions/ideas:

- 1 page back to back
- Advertise the brown bag sessions and the LAC website
- Include committee membership
- Guide to writing SLO's
- Sample SLO's
- Did you know?
- News about learning assessment at Laney College
- Information
- How it's changed other schools and districts as a result of paying attention to assessment
- Make it a quiz – questions on the front, answers on the back
- Ask questions to engage people and get them thinking
- Which of the Laney culinary arts cookies do you think had the highest marks?

6. Other

Need departments who have done SLO's to attend a brown bag.

7. Institution level outcomes

Check Santiago Canyon College and Mesa Community College website for institution-wide outcomes.

8. Idea (Louis): we should look into training or doing some intensive work over the summer, because it seems like there's not really enough time during the semester. We need to come up with a model and some formats that can be followed for what outcomes will look like. We should come up with a toolkit, a "how to write SLO's fact sheet", etc. so that we can start training faculty. Maybe some departments should start on outcomes and assessment, and then the college can model themselves after the first group. We're too pressed for time right now to figure this out, so it makes sense to work on it over the summer.

Ed – wants to go visit Sierra College to see what they're doing in the area of outcomes for student services.

Mae Frances – we need to come up with a model. What would be easiest is to choose a model and copy it or at least discuss it.

There will be a district wide meeting on professional development day in the Fall given by the DAS. (? Did I get this right?)

Ed – we need to piece things together first, then see what we have and discard what we don't want.

Mae Frances – accreditation team will look for a paper trail:

- Meeting minutes
- Whether departments have established outcomes
- Whether the institution has established outcomes
- Do people know about us (the existence of the LAC)?

We are behind. Other institutions are further along.