

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

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

Absent: Ann McMurdo, Ed Wright.

1. Room Change for May 3 Brown Bag

Committee agreed to give up T-450 so that the Carnegie Foundation meeting can use the room. We will hold our Brown Bag meeting in T-750 instead.

2. Discussion/interpretation of survey (and discussion of what we need to do)

We have a long way to go.

We need to “up” our intensity level.

Idea – spend a week over the summer to develop a long-term plan. Take it to the academic senate and college leadership/administration in the Fall.

This is a critical time – on the cusp of a change in administration.

Linda has tried to advocate for a budget allocation for assessment and has not been successful so far. We need to continue with release time for the chair of this committee (at least).

Linda and Evelyn made a presentation to the College Council underlining the need for institutional support for assessment. They’re hoping that with a change in leadership it will happen.

We need a clear vision.

We should advocate for money to bring in professional trainers as well.

Our main priority should be a clear strategy with goals and objectives, outcomes and timelines.

Advocate for getting it written into program review.

We’ve met most of our original goals, and it’s time to go to the next level.

Discussion – who is available in the first week of the summer? Point made – we shouldn’t have to come in on our time off.

We could meet for 2 hours instead of one hour on one of our upcoming Friday LAC meetings to strategize and come up with a plan. (We could then skip one of the other meetings.) Think about: what do we need to do, how much do we think we can do, and build in flexibility.

We need to be basic – provide templates and examples.

We can begin to collect examples of course level outcomes.

We have to track this somehow. Do the outcomes appear in the syllabi? Do they have assessment measures?

One goal: have each department write outcomes for one course, and make sure those outcomes appear in all of their syllabi for that course in the Spring.

Start discussing college-level outcomes. Possibilities: access, literacy, computations, equity, civic engagement. How to assess? Collect examples.

Sometimes information on assessment methods is available through professional organizations.

Investigate universities, K-12 system for outcomes.

How do we set up the training to get people ready to write outcomes?
Set up the dialogue for college-level outcomes.

Discussion – 2 separate things going on.
Come up with an implementation plan (2 hour meeting) Is 2 hours enough time?
Nuts and Bolts discussion – how do we actually do it? This will take a lot of time.

Evelyn pointed out a publication from the State Academic Senate on working with the new standards and the role of faculty. Evelyn will make copies for committee members for the next meeting.

Maybe the committee can talk to the new president and tell him/her what we should do regarding assessment.

Can we ask a question on assessment during the president's interview?

Set up a cooperative training on writing SLO's. Sit together and do it! Provide templates and examples.

Vocational training coming up – participants will be given outcomes and they will try to come up with assessment methods.

Goal – focus on large disciplines first: English, ESL, Math, Business

Discussion – maybe we shouldn't include SLO's in course outlines.

Schedule for Accreditation:

Fall 07-Spring 08: write self-study report.

Fall 08: Team comes. We hope by that time we will have lots of outcomes for large departments and we will also have institutional outcomes.

Idea: put examples of SLO's on LAC website.

April Flex – let's do a training on SLO's. 2-3 hours. Submit proposal – due Monday.

Next brown bag – let's do a training on setting outcomes for specific disciplines. How-to for English, Math, ESL. Ask them to bring existing syllabi. Brainstorm one outcome for every participant.

Ideas for Goals for our committee:

1. Come up with easy to follow and easy to understand directions for writing SLO's.
2. Come up with a plan for how to institutionalize assessment.
Part of program review
Training during Flex days
3. Help departments set learning outcomes for one of their core curriculum classes and have those outcomes appear in syllabi next year.
4. Policy/format for incorporating SLO's into course outlines. (Either come up with a format or decide that SLO's shouldn't be in course outlines.)