

**Learning Assessment Committee Meeting,
Friday, Sept. 29, 2006
1-2:15 pm in T-750**

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

Items Discussed:

1. Cheli requested help with her charge of chairing the cte:
 - Linda will look into doubling her release time
 - Louis will take responsibility for seeing to box stuffing
 - Vina will take minutes and distribute them electronically
 - David will lead the next Brown Bag (topic: exit skills vs SLOs) – will decide on other leaders next meeting
 - Evelyn suggested that subsequent messages be sent **INLINE** as opposed to **ATTACHMENTS** which many don't bother opening or are virus prone

2. Tues., 10/4 Faculty Senate Meeting:
 - On our report, we should present these recommendations:
 - A) Each dept. should have at least **ONE SET** of SLOs in **ONE COURSE** (not class) on all their syllabi for that one course for Spr 07.
 - B) It should be made clear that the SLOs represent the **CONTENT** of the Course Outlines, (the 'what') which do not vary, but that the delivery of ('how') varies according to the pedagogy of the instructor.
 - The MOU on our position on current understanding regarding SLOs & academic freedom, adopted last Spr
 - (These should be presented to Shirley in writing for future adoption.) We recommend this as a unified college effort to start our review process.
 - Depts. need to start working on their syllabi **NOW** to be ready for Spr - urged to attend Flex day/dept. workshops, to that end.
 - Linda (charged w/Program Review for Dist) stated that one of the items in her template was SLOs on syllabi.
 - Dr. Chong has funds for Professional Development so perhaps LAC/Senate send these memos to the Prof. Devt. Cte. Part of new faculty orientation should include a syllabus writing review

3. Looked at/discussed more SLOs on syllabi

4. Academic Senate's New Accreditation Inst:
 - Jan 5-6 – Limited registration of 50 total
 - So, sign up now if have any thoughts of attendingShirley has put in a request to budget cte.
Pres. is very supportive but emphasizes that this means a commitment to serve as a leader in the self study process.

Thought that came to me as I wrote minutes – Cheli agreed we should address this next meeting:

1. If we're hoping for a response (Spr syllabi w/SLOs), we should make some effort to document how many syllabi NOW contain SLOs, vs how many blossom in the Springtime – to show effort and progress. Cheli suggested we could get this info from the Deans' records without too much hassle.