

**Learning Assessment Committee Meeting**  
**Friday, February 1, 2008**  
**1-2:30 pm in T-750**

Present: Vina Cera, Cheli Fossum, David Mitchell, Mae Frances Moore, Karolyn van Putten, Louis Quindlen,

1. Proposals for the next college Flex Day, on Thurs., Mar. 6 were called for. There is to be a Vocational Retreat that morning, and Louis Quindlen ascertained from the Voc Ed Dean, that Cheli may come and do a workshop from 11am to noon on looking at some of the course/program assessment results and possible loop closing plans/actions that may have been taken to date. It will also be an opportunity to hear from the voc ed depts. regarding what resources, besides time, they need to go forward with the process.

Suggestions towards a workshop for the entire college earlier that morning from 9-11am:

- target a non productive dept
- targeted work session as opposed to a presentation, where committee members could work on specific SLOs, assessments, with faculty
- have participants sign up in advance, so cte. members could possibly do some research on their areas, and come up with some field models
- contact Deans to help persuade participation

Cheli will contact the VPI to make her aware this important session will be taking place so that possibly some college-wide meeting at that time not supplant it.

A discussion around additional resources gave rise to some action plans:

- the discussion began with the need for coming up with a way to find more specifically what our needs are in terms of personnel, time and financial resources, so that we could be detailed in our requests.
- Karolyn van Putten informed us that she had the 'ear' of the Chancellor regarding the need for Self Study resources, and that he'd asked her to come up with some tangible figures/requests for next week. We then proceeded to draft a request with two basic needs, beginning with a model that was in place at Long Beach College, and an LAC Cte. paper delineating analytical, statistical and consultation research requirements:
  - Need 1: An experienced research analyst, preferably familiar with curriculum outcomes and assessments for half to full time, to consult with faculty/depts., regarding collection, analysis, storage and retrieval of performance data; compile statistical data for depts.; and to analyze the data to produce summary reports. This position will not be temporary, as college requirements for the data will escalate with the growing number of outcomes/assessments and loop closing plans. This research person will also hopefully supply other State or college examples for us to compare and gauge the success of our efforts.
  - Need 2: The sum of \$15 - 20,000. per semester, through Spring '09, to supply stipends, rather than release time, to involve faculty, particularly in Laney's large depts. such as Eng., Math, ESL, Culinary, Cosmetology, where sheer numbers of courses and sections make for too much work and too little time, and those depts. regardless of size, that have not yet substantially engaged in the process because of no full-time faculty, or too large a ratio of part-timers, or whatever. Extra incentive is desperately needed to involve faculty in these areas, and the successful Long Beach model of having a sum that was under the

discretion of the LAC coordinator, seemed a good one. The stipends were given in approx. \$500. blocks for specific tasks structured around outcomes, assessment, closing the loop, (e.g. creating assessment tools in their field) and were applied for by faculty. Payment was given ONLY when the job was done. Cheli will email her colleague to find out how the applications were worded and get more information about their results. It's to be stressed that both of these resources are required quickly, since we are already behind.

- It was suggested that we might look at the model the Curriculum Cte. uses, of having faculty Division consultants that work with faculty on getting CORs through their cte., but that model was deemed too new to be certain of its effectiveness.

- The point was made that much of the work involved was to a large extent, a management problem, rather than strictly lack of resources.

- Other depts. needing to be heard from are CIS, Psychology, and Business.

- The researcher should be a Laney hiree, under the VPI

## 2. Gen Ed Next Steps:

- The deadline for comments was extended to Feb. 13 – there are posters up in the Tower Lobby, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> floors for written comments.

- The goal for this semester's assessments is up to three outcomes. We need to work out how we're going to evaluate and compile this information. There are three areas (Eng. Math & Science) that should prove fairly easy to gather – Eng. 1A, because they already get together to assess their results, and Math and Sciences, because some of them are already working at closing the loop. ESL Writing Level V also currently assess their efforts.

- It was suggested that we use some of the stipends mentioned above towards a “boot camp” type of work sessions, for faculty to get together over the summer, when there's less pressure from the usual demands.

## 3. Conference Report:

- Our colleagues at other colleges are impressed with our approach to drafting our GE Outcomes, finding it original and effective, and have invited Cheli to speak at a couple of regional meetings – way to go, Cheli!

- Cheli gave us a list of resources from the Accred. Inst. and will supply any items of interest.

- Comments to date on the Laney GE Outcomes were handed out, but rather than take the time at the meeting to evaluate and compile, we decided to wait for the input from the posted comments requests.

- Cheli also presented the GE Outcomes in two different formats. Those of us present at the meeting preferred the format that conformed to the layout of the catalogue GE requirements rather than the Cabrillo style that impressed workshop attendants last April.

4. Concern was voiced regarding lack of representation and participation by the Student Services area. We felt that our current cte. had enough on our hands just dealing with the academic side. It was decided to bring this matter to the attention of the new dean of Student Services. Since we have lost a couple of cte. members, we have been trying to recruit, but have not been successful to date.

