**Laney College Learning Assessment Committee Agenda**

**February 3, 2017 - MINUTES**

**11:00am-12:30pm, T-750**

**LAC Membership 2016/17**

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| English | Ian Latta |  | At-Large | Rebecca Bailey (Science) |
| ESOL | David Mitchell | Heather Sisneros (Kines) |
| Math | vacant | Anna Cortesio (ESOL) |
| CTE | Vina Cera | Fan Lee Warren |
| Library | *vacant* | VP of Student Services or designee | Cassandra Upshaw |
| Counseling | Terrance Greene | VP of Instruction or designee | Dean Julie Kirgis |
| Business/Science | Cheli Fossum (Science) | Student Representative | *Vacant* |
| Humanities/SocSci/Kinesiology | Scott Godfrey (Hum/SocSci) |  |  |

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| **ITEM** | | **DESCRIPTION** |
|  | Sign-in | Present: Ian Latta, David Mitchell, Vina Cera, Rebecaa Bailey, Heather Sisneros, Fan Lee Warren, Dr. Yu. Absent: Terrance Greene, Scott Godfrey, Anna, Cassandra Upshaw(sick), Dean Kirgis. Guest: VPI Yu |
|  | Public Comment | Suggestion to help achieve our PLO Assessment Goal:  -Each LAC committee member be a liaison for some departments, 6 or 7 members divide up – have monthly department meetings,  -VPI has check in with deans at Dean’s meeting  LAC chairs currently working on PLO Assessment due dates for departments.. Focus is on balancing out work within in departments and across deans.  ESOL process: Department chair analyzes SLOs assessed by all instructors and summarizes them. Each group of instructors from a class analyzes summary and develop an action plan for each PLO in the program.  Confirmation that there needs to be a lead in each department who will facilitate the process. |
|  | Approval of Minutes/Meeting notes | From 12.2.16 - unanimous |
|  | Dean’s Report | None to report |
|  | Student Services Report | None to report |
|  | Fan Warren report on ACCJC workshop | Main take away points:  1. 3-6 PLOs  2. 1-2 for a certificate  3. Assessment is useful when you know how the results will be used.  4. People work well if there are incentives  5. Permanent funds for Curriculum  6. Whatever had a bad assessment result-we should have funding for.  SLO assessment is useful when you have a culture of collaboration to knit the pieces together.  Sharing results: Good News-want to share that with students and community. Bad Results: identifying where you need resources or support  SLO assessment is useful when decision makers can see and understand results. DATA is not information – keep it user friendly – use graphs  If assessment hasn’t been helpful, stop doing it and do something else.  -Next Department Meeting have focus on these concepts  -Laney needs to fundamentally restructure the way we approach and do assessment. More than just checking off a box.  -Discussion on bringing Resolution to bring to Faculty Senate regarding the PFT contract include compensation for faculty for assessment work.  -Cabrillo has 9 Professional Days a year |
|  | Cheli’s example of assessment | Goal is to use this as an example for other departments to use as a model.  Confirmed that getting together as a department is vital to assessment work being done. |