**Laney College Learning Assessment Committee Agenda**

**DRAFT MINUTES - May 26, 2017**

**11:30am-1:00pm, T-801**

**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** | **Time** | **TODAY'S ACTION(S)** |
|  | Sign-in | Ian Latta, David Mithcell, Vina Cera, Cheli Fossum, Rebecca Bailey, Heather Sisneros, Anna Cortesio, |  |  |
|  | Public Comment |  | 11:00-11:05 |  |
|  | Approval of Minutes/Meeting notes | From 5.5.17 | 11:05-11:10 | Vina Cera: first  Cheli Fossum: second  unaminous |
|  | Review of Survey Evaluation Results | Review and analyze evaluation results and use them to develop goals for the next AY 17-18  The following are evaluation statements that had data points in the “disagree” range…  4. Members understand the College's decision-making processes as it relates to the work of the committee.  5. The committee allows for my constituency to have a voice in college governance.  6. The committee allows for my constituency to receive important information.  7. The committee's processes and outcomes are well integrated with the College's strategic plan.    Analyzing comments  -Sig accomplishments: report will go to college president  -DRAFT GOALS: more big picture (goals are in bold, discussion points are in regular font)  **1. Restructuring membership, clarify roles of members.**  -Have a very large number of membership  Counseling out of commission during peak periods.  -Question: does library have to be on this committee? They really need to be sure they are on the SS side. They don’t teach classes, so there may not be a need for it on this committee.  -meaningful members to curriculum.  **2. Improving member attendance/participation**  -attend camps and help  -take on the role of approvals in the new system  **3. Integration of assessment work into college governance.**  -we work with CC, maybe we should have a joint meeting with CC. Most meaningful way to participate is going to camps and trying to help. Would be helpful to concretely picture what steps they are going to…..idea: LAC members go to CC meeting/camp (mandatory camp), or have joint meeting  -what does that mean? The job description, interview questions, ----when you hire any position  IEC subcommittee (Rebecca, Phillip, Heather, Dr. Yu)-assessment needs a the college level: 1.) questions about assessment/curriculum in the interview process  **4. Improve administrative support.**  The list of items in the Follow Up Report for admin to do.  **ADD**  **5. Continuing to cross-pollinate LAC and CC.**  **-**strategize together  **6. Formulate Clear plan for ILO assessment**.  -can get it not only from PLOs during PR, but from other places aka stand alone courses, other surveys, etc.  DE and assessment: Anna had to turn in the a few weeks  You can put SLOs in Canvas and attach them to assignments and projects | 11:08-12:08 | TO DO: in relation to our membership and our role - TALK to other colleges to see how their approval process is for assessment data inputted.  TODO: follow up with counselors that they can attend during peak enrollment  TODO: membership areas revisited  TODO: how to have both LAC and CC do something together.  TODO: possible delete one ILO and it will match the 4-year cycle of Program Review. |
|  | ILO Project Presentation | Ian Latta presenting ILO Project  -Rough draft  Start with ILOs  1. Very global for whole campus-critical thinking  Overview of Benchmarks:  1. Talked to faculty from 10 departments to look for broader definition of CT  2. Setting up website, presented during Flex Week, announced project at Dept. Chair meeting.  Page 3- the arrow titles will be links on the website  3. Overview of Handbook: examples of metacognition, critical pedagogy  ideas:  -next: come up with project that everyone can participate in to assess an ILO. Envisions a group discussions diving into these concepts, what they mean and how to apply to their class. PD demo of people who are here and already do these things (selected instructors that Ian had talked to present at PD  thoughts big picture and long game:  -pulling a project for each ILO – identify ILO and disseminate it at end of spring, so they are planning for ILO coming up.  GOAL: try to have someone or a group of people to work on that.  Series on each ILO  Healthiest PD had a focus each year with multiple opportunities for person to learn about this.  -This can be put into Moodle also | 12:08-12:40 | TODO: possible buy the little CT books that Cheli showed us and Ian used.  TODO: continue to check in with Ian for upload to website  TODO: possible upload ILO project into Moodle |
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