**Laney College Learning Assessment Committee Agenda**

**December 6, 2019**

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

**LAC Membership 2019/20**

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| --- | --- | --- | --- | --- |
| English | *vacant* |  | Visual and Performing Arts | *vacant* |
| ESOL | Anna Cortesio | At-Large (3) | Heather Sisneros (Kines), Rebecca Bailey (Sci/Biol),  *vacant* |
| Math | David Ross |
| CTE (2) | Vina Cera, Louis Quindlen |
| Business | *vacant* |
| Counseling/Library | Yi Ping Wang (Library) | VP of Student Services or designee | Cynthia Alvarado |
| Science/KASH | Cheli Fossum (Sci/Chem) | VP of Instruction or designee | VPI Rudy Besikof |
| Humanities/SocSci | Felipe Wilson (SocSci) | Student Representative | Emilio Cruz |

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| **ITEM** | | **DESCRIPTION** | **Time** | **TODAY'S ACTION(S)** |
|  | Sign-in/Introductions |  |  |  |
|  | Public Comment |  | 11:00-11:05 |  |
|  | Approval of Minutes/Meeting notes | From 11.15.19 | 11:05-11:10 |  |
|  | Brief items | Meta level 0 now has spot for success criteria, Meta will soon have possibility for multiple SLOs at once we can test in sandbox soon (will this allow for individual SLOs to be pulled into PLOs/ILOs separately?) | 11:10-11:20 |  |
|  | ILO rubrics | Friday Feb 7th could be a workday for ILO rubrics, expand on process we’ll use | 11:20-11:30 |  |
|  | Recommendation re: helping folks with assessment work | Draft:  In order to best support faculty in the process of assessment and data entry, the Learning Assessment Committee recommends we focus on encouraging employees to take ownership of their department’s/unit’s work. To this end we will:   1. Emphasize using available training materials as a first step 2. Encourage folks to contact their LAC representative with intermediate/advanced questions about assessment or topics not covered in training materials 3. Encourage asking Assessment Coordinator(s) questions regarding with intermediate/advanced questions about assessment, items that require admin access to Meta, reports (APR, CPR, assessment plans, etc.), or to hold departmental trainings on intermediate/advanced topics | 11:30-11:45 |  |
|  | ISER work |  | 11:45-12:30 |  |
|  | | | | |
| **LAC Goals 18-19 (items in red are addressed on this agenda)** | | | | |
| 1. Design and customize focused trainings for departments/areas, especially those in Comprehensive Program Review. (BIOL, BUS+, CHEM+, COSM, DANCE, MUSIC, THART, CULIN, ECT, EET)  2. Balance work on META with work on the many other aspects of assessment.  3. Improve administrative support.  4. Formulate clear plan for ILO assessment.  5. Recruit new members for full representation.  6*.* Clarify roles and support full engagement of committee members.  7. Integration of assessment work into college governance. | | | | |