



## **Assessment of Learning Committee (ALC)**

**Monday, October 28, 2013**

Admin 131 - 2:30pm to 4:00pm

**SLO Coordinators:** Chris Mello, Karen Whitney, Chelvi Subramaniam, and Janet Young

**Recorder:** Isabelle Peña

### **Attendees:**

VP Academic Affairs, ECC - Dr. Francisco Arce  
Academic Affairs, ECC - Bob Klier  
Counseling - Van Nguyen  
Dean's Representative - Jean Shankweiler  
Inst. Research and Planning - Carolyn Pineda  
Business Associate Dean - Tammy Pao  
Business - Kurt Hull & Ana Milosevic

Fine Arts Associate Dean - Diane Hayden  
Fine Arts - Harrison Storm  
Health Sciences and Athletics - Russell Serr  
Humanities - Stephanie Merz  
Industry & Tech - Pati Fairchild & Sue Ellen Warren  
Library/LRU - Claudia Striepe  
Mathematical Sciences - Junko Forbes

## **MINUTES**

### **I. Call to Order and Introductions**

- A. Meeting was called to order at 2:30 p.m.
- B. A Sign-In sheet was implemented at this meeting and will be used in future meetings.
- C. New people were introduced to the committee:
  - 1. Isabelle Peña will be the SLO Admin and will be assisting the SLO Coordinators with the TracDat software and various administrative tasks.
  - 2. Chris Mello welcomed Tammy Pao, Associate Dean of the Business Division, to her first attendance to the ALC Committee Meeting.

### **II. Approval of Minutes**

Meeting minutes for the 10/14/2013 ALC meeting were approved.

### **III. Reports**

Keynote and Breakout Address Evaluations: Janet Young presented the survey results from the David Marshall Flex Day 2013 Keynote Address. There were two sets of results: (1) keynote address and (2) breakout sessions. Janet will e-mail the survey results to the committee members.

### **IV. Discussion/Action**

Chris Mello noted that the ACCJC visiting team is expected sometime during the first 2 weeks of November.

- A. Plan for ILO #1 Content Knowledge:** Students possess and use the knowledge, skills and abilities specific to a chosen discipline, vocation or career.

#### 1. Discussion

- a. This ILO will be assessed in Spring 2014.
- b. Janet Y., Chelvi S., and other committee members mentioned that when they checked other colleges' websites, they did not see a separate category for "Content Knowledge" as part of

their SLOs and questioned if this should still be included as one of ECC's SLO category. It was decided that we should go ahead and assess it to complete the cycle.

- c. It was discussed at a previous meeting to create a Task Force to do the assessment for "Content Knowledge". There were no objections from the committee members in attendance.
  - Ideas for Methodology Assessment of "Content Knowledge": The committee discussed possible assessment measures for this ILO and a list of possible measures was generated.

## 2. Action

- a. A Task Force will be created to do the assessment for ILO #1 Content Knowledge.
- b. Members of this Task Force can be ALC committee members, but can also be others not in the committee. Bob Klier, Irene Graff, and Pati Fairchild will be part of this Task Force. Chelvi S. will also ask people at the Compton campus if they want to be a part of this Task Force.
- c. Next step is to let team (task force) determine what they want to use as their methodology of assessment.
- d. Per Bob K., the team will begin the process and bring something back to the November 25<sup>th</sup> meeting.

## B. Assessment ILO Team reviews

### 1. Discussion

Janet Y. distributed a hand-out listing the Current ILOs & GEOs dated 10.28.2013 for discussion.

- a. *ILO #2 Critical, Creative and Analytical Thinking: Students solve problems, make judgments and reach decisions using critical, creative and analytical skills.*
  - Members of the smaller group assigned to this ILO presented the info that most schools have this ILO.
  - Comprehension probably belongs with this ILO.
  - Pati F. suggested combining ILO #1 Content Knowledge and ILO #2 Critical and Creative Analytical Thinking
  - Bob K. emphasized that we should keep assessment methods in mind when generating ILO statements.
  - Diane H. asked committee to keep in mind these questions: What do we want to know? What questions do we want answered?
- b. *ILO #3 Communication and Comprehension: Students effectively communicate in written, spoken or signed, and artistic forms to various diverse audiences. Students comprehend and respectfully respond to the ideas of others.*
  - Suggestion to remove the term "comprehension" and "respectfully". Some committee members agreed.
  - Suggestion to remove the term "diverse audiences" since the ECC campus is already diverse in culture and ethnic groups; however, Chelvi S. stated that she doesn't interpret "diverse audiences" as ethnic groups. She sees it as different types of audiences as it relates to age or even people with different professional or economic backgrounds.
- c. *ILO #4 Professional and Personal Growth: Students exhibit self-esteem, responsible behavior and personal integrity. Students are reflective and intellectually curious; they continue to improve themselves throughout life.*
  - Employability could be the possible focus for this ILO.
  - Committee discussion included the following items: personal management and employability (time management, priority, goal setting, soft skills, resume writing, cover letter writing); personal, academic, and career development; professionalism and ethics.

- d. *ILO #5 Community and Collaboration: Students appreciate local and global diversity and are respectful and empathetic during personal interactions and competitions. Students effectively collaborate and resolve conflicts. They are responsible, engaged members of society, who are willing and able to assume leadership roles.*
  - Janet Y. commented that ILO #4 and #5 can be folded together; Chris M. agreed.
- e. *ILO #6 Information and Technology Literacy: Students locate, critically evaluate, synthesize, and communicate information in various traditional and new media formats. Students understand the social, legal, and ethical issues related to information and its use.*
  - Suggestion to remove the word “Technology”; committee members agreed.
  - Host a re-mapping process, making it clear to faculty what is and what is not covered by this ILO.
  - Pati F. suggested to include “content knowledge” in this ILO; Chris M. sees “Content Knowledge” differently than “Information Literacy”.
- f. *Other discussion items:*
  - Janet Y. stated that when looking at another college, GEOs apply only to students who take the courses identified with each GEO. ILOs apply many of the same educational competencies to ALL students, whether enrolled in transfer or occupational programs, or personal enrichment classes.
  - Bob K. has asked Irene Graff for an inventory of assessments and reports.
  - May need to look at other types of assessments methods such as Entry & Exit surveys and interviews.
  - CSSE and SENSE surveys—we can possibly insert ILO-related items into these larger surveys.
  - Bob K. suggested that committee members call other colleges to see if they can share their info on their school’s ILOs.
  - Jean S. stated that a lot of the ILO descriptions are very wordy and we need to think of ways to make it concise.

## 2. Action

- a. Chris M. stated that we need a realistic timeline; the goal is for the ALC to get something done on paper by end of semester and for the Academic Senate to have the revised ILOs for their first read anticipated for Spring 2014. Need on board for FA 2014.
- b. Chris M. asked Janet Y. how long Academic Senate will take. Janet Y. stated that Academic Senate will require 1st and 2nd readings, which should take 4 to 6 weeks. Jean S. stated that we should anticipate 2 months for the process.
- c. Need to focus on potential concepts for IV & V; Chris M. suggested having an open table discussion for ILO #4 & #5 at the November 25<sup>th</sup> meeting.
- d. When redefining statement, need to ask the questions:
  - (1) How would you assess it?
  - (2) The potential to learning something from that assessment.

## V. **Next meeting – November 25, 2013.**

## VI. **Adjournment**

Meeting was adjourned at 3:55 p.m.

Handouts:

- Current Institutional Learning Outcomes (ILOs) & Current General Education Outcomes (GEOs), 1 sheet
- Institutional Learning Outcomes from other Community Colleges: Examples for Discussion, 1 sheet
- Institutional Learning Outcomes: ILO for Critical and Creative Thinking, 2 sheets
- ILOs from 4 California community Colleges: Chaffey College, San Jose City College, Palomar Community College and Glendale Community College, 3 sheets

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| <b>ALC Meetings</b><br>Mondays - 2:30 to 4:00 pm<br>Admin 131<br><br>November 25, 2013<br>December 9, 2013 | <b>Facilitator Train-the-Trainer Sessions</b><br>Tuesdays 1:00 to 2:00 pm<br>DE 162<br><br>October 29, 2013<br>November 12, 2013<br>December 10, 2013 | <b>Upcoming Deadlines</b><br><br>November 8 – SLO revisions to<br>facilitators<br>November 22 – SLO revisions to<br>Coordinators |
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