



Assessment of Learning Committee (ALC)

Monday, March 2, 2020

COMM 109 – 2:30 – 4:00 PM

ALC Co-Chairs/SLO Coordinators: Kevin Degnan & Catherine Schult Roman

Recorder: Catherine Schult Roman

Attendees:

ALC Co-Chair – Kevin Degnan

ALC Co-Chair – Catherine Schult Roman

Deans' Representative – Marlow Lemons

Deans' Representative – Katie Sundara

Institutional Research & Planning –Joshua Rosales

Behavioral & Social Sciences – Eduardo Munoz

Health Sciences and Athletics –Tom Hicks

Industry &Tech – Merriel Winfree & Bruce Tran

Industry & Tech – Sue Ellen Warren

Library & Learning Resources – Claudia Striepe

Mathematical Sciences – Catherine Schult-Roman

Agenda Item	Summary of discussion/action items
Approval of November 18, 2019 minutes.	<p>Committee member reviewed and approved the minutes from the November 18, 2019 meeting of the ALC.</p> <p>C. Striepe noted that there was an accreditation meeting on Thursday, which is when the QFE will need to be reviewed.</p> <p>M. Lemons inquired the type of training faculty was interested in. He pondered if deans should learn how to enter SLOs, so they can help faculty enter the SLO reports. K. Degnan said that role falls on facilitators, and if there is a desire for a different structure to arrange it with their deans.</p> <p>K. Degnan stated that while faculty wants more training, very few participate in the SLO workshops. K. Degnan brought up the possibility of attending department meetings to clarify the SLO process and relevance to their courses.</p> <p>Some of the old action items are still in progress: <i>Action: K. Degnan to email members of the WAC sub-committee.</i> <i>Action: Kevin will contact Russell for actions from previous cycle of assessment.</i></p>

	<p><i>Action: QFE and ALC representation will be on the next agendas.</i></p>
<p>I. SLO Reminders</p>	<p>K. Degnan reminded the ALC that SLO reports are due this Friday, March 6 and encouraged facilitators to help faculty with reports, as needed.</p> <p>K. Degnan also emphasized the new SLO fields in Nuventive. The new fields are:</p> <ol style="list-style-type: none"> 1. the number of students that participated in assessment, 2. number that met the standard, 3. the success percentage. <p>These fields will be very helpful. Visuals of this data will be easily obtained using the upgraded Nuventive, which will help when sharing results with deans and departments. Institutional research paid for new Nuventive overhaul/update.</p> <p>K. Degnan requested that facilitators state the kind of information, reports or visuals they would like Nuventive to do, such as course success over time, pie chart, bar graph, line graph, etc. Success over time will be very helpful for PLO assessment and program review.</p> <p>The new fields are just for SLOs, and currently not for PLOs or SAOs.</p> <p>PLO due date is March 20.</p> <p>K. Degnan invited the ALC members to a SLO workshop at West LA college is on Friday, March 20 as well. Hosts are the same as the SLO symposium.</p> <p>There was a SLO workshops last Tuesday and there is one on Thursday, March 6.</p> <p>C. Schult Roman asked if everyone could include both K.Degnan and herself on the 3-week reports.</p> <p><i>Action: K. Degnan will ask Nuventive to include the new fields to the PLO and SAO reports</i></p> <p><i>Action: K. Degnan will send out an email inviting the ALC members to the SLO workshop on March 20.</i></p>
<p>II. Reports</p> <p>A. Transitions</p>	<p>K. Degnan announced that Linda Clowers got a new job on another campus, and will no longer be working with the ALC. Bryan Perez, Isabel's replacement, also found another job! We are currently without an ALC tech.</p>
<p>B. SLO, PLO, ILO (re)Alignment & SLO, PLO 2020-2024 timelines</p>	<p>K. Degnan stated that SLO/PLO/ILO should be aligned from SLO to PLO, and then PLO to ILO. Unfortunately, the alignments are inconsistent since SLOs were initially aligned with ILOs. So there are actually TWO sets of alignment grids.</p>

There is a desire to realign using new alignment grids. Alignment grids will be sent out to align each course's SLOs to the PLOs, and then the PLOs to the ILOs.

K. Degnan reminded the ALC that this task should involve faculty, perhaps in a department meeting, and should be taken very seriously! The alignments will determine ILO assessment and will also be published on the college website.

The return date is May 29. Please email digital copies of the word document. The alignments will then be updated in Nuventive.

C. Striepe wanted to know if there will be realignment for SAOs and non-credit courses. K. Degnan said that the worksheets are already generated for non-credit but not SAOs.

K. Degnan reiterated that, though this task is large, it will clean up Nuventive and will result in more coherent reports. The ILO reports will be much easier to execute once everything is aligned, as well.

K. Degnan also announced that the SLO and PLO timelines for 2020 – 2024 will be sent out via email. Please fill out and return by May 29. We need this information to generate timeline reports each semester.

S. Warren inquired if we should imposed some guidelines. C Schult Roman said every course needs to be assessed each year, and each SLO has to be assessed each 4 year cycle, which are the guidelines set by the ACCJC accreditation. Some divisions are currently assessing all SLOs in 3 years, then using the 4th year to just to program review (no SLO assessment).

J. Rosales inquired if the PLOs are still appropriate, since the requirements are different now vs 7 years ago when the alignment first occurred, since job marketability/acquisition now has a higher emphasis. C. Striepe said the QFE will help with that. The metamajors may also affect the PLO alignment.

K. Degnan recommends doing any SLO and PLO changes while doing the realignments.

Action: K. Degnan will follow up with alignment grids and timelines for SAOs

Action: K. Degnan will follow up to determine if departments are able to assess SLOs for 3 years and then take a "year off" while doing their program review.

	<p><i>Action: K. Degnan and C. Schult Roman will send out emails to facilitators that include the realignment grid, the 2020-2024 timeline, the SLO change form, and the PLO change form.</i></p>
C. ILO Update	<p>C Schult Roman reported that the critical thinking ILO rubric has been updated. The email from the last critical thinking ILO was reviewed and some changes were suggested:</p> <ul style="list-style-type: none"> • M. Lemons suggested adding the scale of the rubric into the body of the email. • J. Rosales requested that 'IR' be changed to 'IRP' • C Striepe suggested including previous ILO summaries to make the reports more comprehensive and not so discrete. <p><i>Action: C Schult Roman will edit the email.</i></p>
III. Other	<p>C Schult Roman warned ALC members that the SLO completion reports will be late as the ALC tech position is currently vacant. There is hope that the new Nuventive may be able to do some of these reports.</p> <p>SLO Red flags should be changed for Spring 2020 in week 5 or 6, but it may be delayed due to the vacant ALC tech position.</p>