



## Assessment of Learning Committee (ALC)

Monday, March 12, 2018

COMM 109 - 2:30pm to 4:00pm

**ALC Co-Chairs/SLO Coordinators:** Russell Serr and Jenny Simon

**Recorder:** Isabelle Peña

### Attendees:

ECC Academic Affairs ECC – Linda Clowers  
Compton Coordinator – Hoa Pham  
Business – Ana Milosevic & Evan Hess  
Fine Arts – Vince Palacios  
Health Sciences and Athletics – Russell Serr  
Humanities – Kevin Degnan

Industry & Technology – Merriel Winfree & Bruce Tran  
Library LRU – Claudia Striepe  
Mathematical Sciences – Susanne Bucher  
Natural Sciences – T. Jim Noyes  
Compton Division 1 – Hoa Pham  
Institutional Research & Planning – Joshua Rosales

## MINUTES

**Call to Order:** Meeting was called to order at 2:35 p.m.

### I. Approval of Minutes

Russell S. moved to approve the minutes for the 10/09/2017 ALC meeting; motion was seconded by Jenny S. Motion was carried.

### II. Reports

#### A. Fall 2017 Assessment Status Update – Russell Serr

1. The latest assessment status report was distributed to the facilitators of all divisions. We are at approximately 80% complete campus-wide. Russell S. told the ALC members and facilitators to encourage faculty to enter their assessments in Nuventive Improve (formerly called TracDat), if they haven't already.
2. PLO assessments are due at the end of the 5<sup>th</sup> week of the semester so that faculty can use the results from completed SLO assessments to assess their PLOs.

#### B. 3-Week Reports – Russell Serr

Still missing 3-Week reports (courses that are cancelled or not being offered in Spring 2018) from the following divisions: Behavioral and Social Sciences, Business, Health Sciences and Athletics, and Humanities.

#### C. New Faculty Names, Roles – Russell Serr

Russell S. reminded ALC members to send names of new faculty in their areas to Isabelle P., along with the program(s) they need to access, so that Isabelle can coordinate with ITS to add them as users in, and give them their permissions on Nuventive Improve.

#### D. Community and Personal Development ILO – Jenny Simon

We have finished this ILO and it has been entered on TracDat; our 3-pronged approach didn't get us very far. There are actions including re-writing the ILO but we will work on that at a later date—maybe next semester.

E. **ILO #4 - Information Literacy Assessment** – *Jenny Simon*

1. This is the next ILO to be assessed this semester. Jenny S. met with Joshua R. and Russell S. to discuss SAILS, a nationwide assessment which we will be using. This was the same assessment that was used the last time this ILO was assessed.
2. There are about 50 questions, which will take about 45 minutes and coordinators thought this was too long. It is a survey that can be taken electronically but Jenny S. will look for info on SAILS to see if it's possible to give the survey both online and on paper. If it can be done both ways, we can have students take the survey either in class or during a library orientation. Coordinators preferred that the survey only takes about 15 minutes so that if the students take it during class time, it won't take so long.
  - a. Linda C. asked if we drop the number of questions, will the survey still be valid? Jenny S. stated that each individual question is valid and reliable.
  - b. The idea is to whittle out the less valid questions so that we end up with about 20 questions.
  - c. Jenny invited the ALC members and facilitators to attend a meeting in the Library on Thursday, March 15, 2018, during College Hour (from 12:00 p.m. to 1:30 p.m.) to go over the questions and help narrowing them down to the different "level" questions.
3. This week, Josh is going to pick random faculty (about 12) to participate in the survey. Students can be given the option to take the survey in the computer lab in the library; Kevin D. suggested also using Reading and Writing Centers also since they have computers.
4. We are paying \$6 per student for this survey. The goal is to have 350 students take the survey. Jenny S. informed Linda C. that she needs access to a payment method; Linda stated that the Administrative Assistant in Academic Affairs can provide her with the account number to use.
  - a. Joshua R. stated that if we prepay for a certain number of students (e.g. 350), then we are committed to paying for all 350 surveys; however, if we leave it open and pay after, we get charged only for however many students submit a completed survey. Need to decide on which payment option we should use.
  - b. Hoa P. asked if the 350 students include students from the Compton campus. Linda C. stated that she talked to Barbara Perez and she said she was fine with picking up the cost for the Compton students. Compton students will be in addition to the 350.
5. SAILS timeline ends on May 31, 2018. In terms of scheduling, Claudia S. suggested administering it just after spring break would be good, as well as giving it during the 12 p.m. and 2 p.m. hour and also providing pizza as an incentive to take the survey (Jenny S. also commented that another incentive could possibly be giving the students extra credit if they take the survey).
  - a. Joshua R. stated that right after spring break, IRP is administering a campus climate survey as well (which is a long survey). So one of the issues could be that for some faculty, it could involve administering 2 surveys at the same time.
  - b. Kevin D. asked if the survey can be administered so that no student is double-selected. Joshua R. stated that this is possible.
6. Vince P. stated he will continue to strongly advocate for changing the ILO assessment so that we just use SLOs & PLOs to assess the ILOs. He feels like we are creating more wheels to spin rather than using what we already have. Kevin D. & Ana M. stated they agreed with Vince; in addition, by doing this, we have a larger sampling of students vs. just giving the survey to 350 students. However, Jenny stated that 350 is a valid number/sample. Ana M. also stated that as long as there is good support of why SLO aligns with PLO and PLO to ILO, it would be useful doing what Vince suggested.
7. Russell S. stated that the main emphasis for accreditation is that we have a process of improvement in place. It would be good trying to use a method like the SAILS survey and

also looking at the SLO-PLO-ILO alignments. Kevin D. commented that the only way to see which approach works better is to do both. Russell S. stated that we can obtain disaggregated data from the SAILS survey whereas assessments entered in TracDat are not disaggregated.

F. Next ILO to be assessed is Communication. We had a problem with the previous assessment—there was too small of a sample size and we started too late. This time, we will need to start the planning stage for this ILO assessment in Fall 2018.

G. **Distance Education Assessment** – *Russell Serr*

Russell S. asked the ALC if we do anything that addresses assessment of delivery method for Distance Education courses. Usually when we have assessments, we have an action that shows a process for improvement. He thinks we need to find a mechanism to assess a delivery method for Distance Education courses.

1. Joshua R. stated that IRP has done some reports but haven't done anything like this.
2. Kevin D. stated that one of the topics for debate right now is method of certification since there are a lot of methods of certification.
3. Linda C. asked how the divisions determine which sections get assessed. Do we know how many Distance Education courses have been assessed? ALC members all said that all sections of that course are being assessed, except HSA. It was stated that we are assessing the outcome of a class, not how it is taught. Linda C. wanted to make sure that the outcomes are the same, whether the class is taught online or face-to-face.
4. Russell S. stated that even though the outcomes are the ones being assessed, sometimes delivery method can affect success rates of the outcome.
5. We have to make sure we have Distance Education sections. We have to be more intentional about our findings and including those Distance Education sections when assessing our SLOs.

III. **New Discussion: 4-Column Reports:** Susanne B. asked if there is a way of archiving the 4-column assessment reports from the last 4-year cycle so that only the current 4-year timeline results will show on 4-column reports. Isabelle will contact Nuventive to find out if this can be done.

IV. **Facilitator Meeting**

Facilitator meeting is scheduled for March 13, 2018.

V. **Next meeting – April 16, 2018**

VI. **Adjournment:** Meeting was adjourned at 3:40 p.m.

<b>Spring 2018 ALC Meetings</b> Mondays, 2:30 - 4:00 pm COMM 109  March 12 April 16 May 14	<b>Facilitator Training Sessions</b> Tuesdays 1:00 - 2:00 pm SS 119  March 13 May 8	<b>TracDat “Working” Workshop:                      Entering SLO Assessments in TracDat</b> Library Basement West	<b>Deadlines</b>  Fall 2017 SLO Assessments Due: March 2, 2018  Fall 2017 PLO Assessments Due: March 16, 2018