

**Assessment of Learning Committee (ALC)**

**Monday, April 6, 2020**

Zoom Meeting

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

**Recorder:** Catherine Schult Roman

**Attendees:**

Academic Affairs Representative – Jean Shankweiler	Industry &Tech – Merriel Winfree & Bruce Tran
Deans’ Representative – Marlow Lemons	
Deans’ Representative – Katie Sundara	Industry & Tech – Sue Ellen Warren
Behavioral & Social Sciences – Janet Young	Institutional Research & Planning – Joshua Rosales
Behavioral & Social Sciences – Eduardo Munoz	Library & Learning Resources – Claudia Striepe
Business - Brizset Giles	Mathematical Sciences – Catherine Schult-Roman
Business – Ana Milosevic	Natural Sciences – (Thomas) Jim Noyes
Fine Arts – Vince Palacios	Student Services – Robin Dreizler
Health Sciences and Athletics –Tom Hicks	
Humanities – Mora Mattern	
Humanities - Maria Barrio de Mendoza	

<b>Agenda Item</b>	<b>Summary of Discussion/Action Item</b>
Approval of minutes	C. Striepe mentioned typos, J. Young moved to approve minutes as amended with typos.
COVID-19	COVID-19 obviously has its challenges. Staff is rising to the challenge, but some solutions are still unknown: <ul style="list-style-type: none"><li>• Do faculty need online certification to teach in summer or fall?</li><li>• Will all courses need to have online approval?</li><li>• What about courses like ceramics that are dependent on face-to-face instruction?</li></ul> J. Shankweiler stated we don’t have enough information at this point to make all of these decisions. It will be easier once the campus is open again.
SLOs and the College Curriculum Committee	J. Young presented on the new CCC process re SLO changes. Problem: Curricunet and Nuventive often did not agree on the SLOs. Nuventive has the most current SLO for a course, while the SLOs in Curricunet were sometimes outdated.

	<p>Solution: CCC will update the SLO on the COR after a SLO is changed in Nuventive. Faculty can no longer change a SLO on the COR. They must submit a SLO change form to the ALC, and then the ALC will alert the CCC of the change. Alignment changes also need a SLO change form. New SLO form will help get new courses into Nuventive.</p> <p>All faculty will be alerted of this change. It would be nice if faculty get in the habit of going into Nuventive and checking SLOs themselves.</p>
<p>Timeline Worksheets</p>	<p>Timelines need to be in place by fall. Updating the timelines is essential. K. Degnan and C. Schult Roman will be updating the timelines and it will take a long time. Timeline worksheets are available on the Teams Site and will be due in one month. Old timelines can help with this process. The timelines should be completed as if courses will be back to normal by fall; the timelines can always be modified if courses are still online.</p> <p>The guidelines for SLO timelines are as follows:</p> <ul style="list-style-type: none"> <li>• A course needs to have a SLO assessed each year</li> <li>• each SLO needs to be assessed every 4 years</li> </ul> <p>Some departments like to take a year off of SLO assessment to complete program review. These departments should plan for this in their timelines.</p> <p>Timelines can be sent via email to K. Degnan and C. Schult Roman. They are due May 8.</p> <p>C. Striepe inquired about the SAO timelines. K. Degnan, C. Schult Roman, and C. Striepe will meet to talk about this strategy.</p>
<p>Spring 2020 SLO Assessment</p>	<p>Due to COVID-19, SLO assessment for Spring 2020 has been cancelled for face-to-face and hybrid courses. Only classes that were both originally online and scheduled for SLO assessment will assess SLOs this semester.</p> <p>J. Young asked if faculty can assess a course that was scheduled for Spring, even if the course was not originally online. This will be fine.</p>

	<p>Since it is difficult to determine which classes were originally online and scheduled for an assessment this semester, the facilitators were asked to send K. Degan and C. Schult Roman a report about fully online classes and courses not being assessed.</p>
ILO Assessment	<p>Final version of the rubric was approved.</p> <p>The letter to be sent out to faculty for the ILO assessment was reviewed, edited, and approved.</p> <p>The courses that will be chosen for ILO assessment will be those that are originally online AND scheduled for a spring 2020 assessment.</p>
QFE	<p>J. Shankweiler provided a timeline for the QFE. It was created to be as straight forward and manageable as possible. We will work closely with Guided Pathways to get this done. A sub-committee will most likely be formed consisting of ALC and Guided Pathway members.</p>