

Chabot College
Student Learning Outcomes and Assessment Committee

MEETING NOTES

MAY 29, 2007

9:30-11:30

The meeting started with a minimum modification of the agenda. The committee members specified time for each item to ensure coverage for all items and volunteered for various roles they would assume during the meeting: Norma- facilitator; Barbara-timekeeper; Rebecca- process observer; Cristina-notetaker.

The committee's agenda items:

- I. Faculty President-elect – Diane Zuliani
- II. Reporting on SLO activities- Barbara and Norma
 - a. Convocation format – Aug. 16th
 - b. Outside experts-possible presenters
- III. SLOA Plan for Chabot College
- IV. Housekeeping details - Budget, Travel, Training, and Reporting

Diane Zuliani provided a brief presentation on her perspective of “student learning outcomes” national movement. Key points that Diane reinforced to the committee included:

- The use of both quantitative and *qualitative* measures.
- The importance of “honest college-wide dialogue” would be useful....
- The introduction of SLOs needs to include origins of the SLO movement---the connections to NCLB.
- Various questions should be addressed: Who are the prominent spokespersons? Who oppose(s/d) SLOs and why?
- Focus should remain on teaching....

Committee members provided Diane with some of their thinking regarding Chabot and SLOs and convocation day. Key points included:

- Balancing dialogue and getting the work done (tangible course outcomes)
- Getting the work done so it doesn't infer with teaching time during the semester
- Creating learning outcomes fosters good teaching and instructors
- Opportunity for colleagues to share their teaching expectations

Diane assured the members that she will work with the senate in supporting the committee's work.

Reporting Activities:

1. Staff Development committee allocated August 16th, (Thursday morning) from 8:30am-12 for SLOs.
2. Follow-up on experts: (additional information provided on each individual)
 - a. **Marcy Allencraig** (Cabrillo College) was described as passionate about teaching (20+yrs), well versed in SLO history and statewide efforts. She is working with State Faculty Senate in assisting colleges in SLOs. The Cabrillo model available on the web...
(<http://www.cabrillo.edu/services/pro/assess/assessweb/index.html>).
Cabrillo model started with faculty dialogues on outcomes assessment projects in 1998. This led to the development of summer institutes for

Cabrillo faculty to obtain training and focused time on SLOs. They believe in the sustainability of their process. Keep it simple. Their documentation is 3-4 page maximum. The lead faculty members submit their forms to the Dean of their discipline. Cabrillo has just completed their self-study for re-accreditation this spring and expecting a site visit in the fall. Marcy is available for August 16th.

- b. **Karen Wong** (Skyline College) has been employed at Skyline within the English department since 1996. She is the SLOA Coordinator for the college. Karen is known for taking an active role in my classroom, collaborating with classmates, practicing critical thinking strategies, giving presentations, and/or engaging in stimulating discussions both in the class and through the computer. She responded with enthusiasm to Carolyn's inquiry about providing some training for Chabot College. She is available for August 16th.
- c. **Jim Mitchell**, Assistant Professor at CSU East Bay, expert in collaborate Learning. Dr. Mitchell serves as Taskstream Coordinator for the Teacher Education Department, and teaches courses in the Educational Psychology track of the credential program. A strong advocate for online instruction, he teaches in the CSUEB Online Teaching and Learning program. He is confident in providing an interactive training session on rubrics. He is also available for August 16th.

After listening to the updates on the various individuals, the committee suggested they be contacted for an interview and/or presentation/training for the meeting on June 5th. Norma will be follow-up with Marcy and Karen. Barbara agreed to contact Dr. Mitchell about his availability on a future meeting in June. Wayne suggested that the presenters be asked to provide a workshop on designing a rubric on SLOs....and provide the history and background of SLOs for California community colleges. A suggestion was made for the convocation format of the training as 1st hour on the Introduction to SLOs, 2nd hour work on rubrics and 3rd hour pulling it together.....

The next agenda item was on SLOA Plan. Committee members suggested that the SLOA Plan discussion be postpone until September, 2007. General comments:

- Detailing SLOA plan should be at least a 4-5 year cycle. It would not be realistic to base the plan solely on one year of funding from Basic Skills.
- After Convocation create long-term plan. One suggestion was to consider a 6 year cycle to match accreditation and another was to review the program review cycle.
- Norma agreed to send out the detailed 1 year project plan outlined for the basic skills funding. The plan was submitted by Carolyn Arnold and Chad Mark Glen.

The focus for the next few meetings will be "starting point" for faculty, thus the attention will be on the design of the SLOA convocation activity.

Items or questions to consider in the follow-up:

- *What do we want to see at the end of the three hours? Expected Outcome?*
- *Could any one else go to the Cabrillo institute?*

Cristina provided a brief overview on need for documentation of the committee's activities due to grant monies. Norma will route things to Cristina for processing, i.e. conference requests. Etc. All SLOAC members names were submitted for summer board approval. Norma reminded individuals of opportunity to attend the "Strengthening Student Success Conference" being held in San Jose on October 3rd-5th. It was suggested that interested members should submit to Staff Development and SLOA committee for conference expenses.....registration due date July 2nd. Refer to the following website on registration information; http://www.vipmeetings.com/conferences/student_success_meet_07.html Details about the conference can be found at <http://www.cal-pass.org/Default.aspx>

The meeting concluded with Rebecca (process observer) providing feedback on the meeting: She noted that things went well; a couple of times members extended their time on some items but appropriate. Norma reinforced the opportunity for members to rotate the various roles during the upcoming meetings.

Norma as facilitator reaffirmed agenda items for the next meeting. June 5th meeting will include two speakers/trainers; Allencraig and Wong. The starting time may need to be modified based on presenters' availability. Committee members will notified via email on the specifics of the next meeting.

Committee members present included: Norma Ambriz, Barbara Ogman, Cristina Ruggiero, Gloria Meads, Norberto Ruiz, Rebecca Otto, Wayne Phillips, Diane Zuliani and Ron Taylor.

Chad Mark Glen and Cindy Hicks called and were unable to attend due to illness.