

Chabot College
Student Learning Outcomes and Assessment Cycle (SLOAC) Committee
Minutes of Tuesday, October 4, 2011
12:00-12:55, Room 3521

Attendees:

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|--------------------------------------------|---------------------------------------|
| 1. Robert Yest (Science and Math) | 6. Bruce Mayer (Engineering) |
| 2. Sunshine Kirst (English) | 7. Mireille Giovanola (Anthropology) |
| 3. Felicia Tripp (Counseling) | 8. Arturo Lopez Yanez (ASL/LA) |
| 4. Hilal H. Ozdemir (Social Science) | 9. Christine Park (ESL/LA) |
| 5. Carolyn Arnold (Institutional Research) | 10. Deonne Konkel (English/LA) |
| | 11. Susie Kahl (Arturo's interpreter) |

Chair: Christine Park

Note Taker: Mireille Giovanola

Meeting was called to order at 12:15 pm.

- 1. Welcome and re-introductions:** See list of attendees.
- 2. Call for an alternate note taker:** 10/4: Mireille Giovanola; 10/18: Felicia Tripp.
- 3. September 20, 2011 minutes:**
Motion to approve as corrected: Felicia Tripp. Seconded by Hilal Ozdemir. All in favor.
- 4. Update from WASC Level I Training on 9/23:** Report from Christine Park.
 - a.** Valuable networking, especially with LPC, and other Community Colleges.
 - b.** No specific date given as deadline for CLO completion for Accreditation, but we should aim for end of Spring 2012.
 - c.** Q/A, Discussion:
 - During the WASC level I training, Christine found out that a few schools that use e-Lumen were not very happy with it. E-Lumen is not the only way to evaluate CLOs. Some schools use different means to capture data such as summary narratives, videos, or others.
 - Both Christine and Carolyn stressed that we need consistency, whether we use quantitative or qualitative methods.
 - Felicia proposed that we seek advice from schools that are further along in the process, and that we look at other approaches for the next three-year cycle. Christine said she would contact Deans and ask for feedback.
 - Sunshine asked whether our CLO process is aligned with LPC's. Carolyn answered that both Chabot and LPC use E-Lumen but that they do things differently already. E-Lumen was bought by the District because it provides consistency, and an easy way to compute data on CLOs and rubrics.
- 5. Future assessment conference opportunities:**
 - a.** WASC Level II Training: Thu, Oct. 27 ~ Sat, Oct. 29 in Berkeley.
Christine will attend the conference; Deonne plans to attend.
 - b.** *Strengthening Student Success: Emerging Issues in Assessment & Learning:*

Wed, Oct. 12 ~ Fri, Oct. 14 in San Francisco.

Carolyn will attend the conference. Christine will try to attend. Talk with Trish Shannon for a possible stipend from Title III.

6. Debrief on Tue, Sept. 27th Flex Day:

a. ESL (Christine): Closed the loop.

b. English (Deonne and Sunshine): Closed the loop on the previous Flex Day. English 1A is not fully assessed (according to the 50% rule), but as there are many 1A sections, Deonne felt that the course had been sufficiently assessed. In response to Carolyn's question, Deonne said that perhaps 40% of the sections had been assessed, or 7 out of 15-20 (depending on the semester). **Carolyn said that 50% was not a standard everywhere.** Ensued a discussion about what we should do if we cannot meet the 50% goal, and whether the goal should be set at 50% across the board (see Robert's suggestion below). Deonne also stated that the current reporting mechanism does not capture everything. Christine suggested writing small narratives on the CTL form to complement the data.

c. Math/Science (Robert): Math is assessing every section of every course this semester. CTL form will be completed next semester. Math is tracking trends between classes. Robert will meet with Jennifer Lange. He suggested that, for courses with a lot of sections, the assessment standard might be a minimum of (number to be agreed upon) sections or 50%. **Further discussion on different criteria for reporting the data was tabled.**

d. Social Sciences (Hilal and Mireille): People met by discipline. Some are further along than others.

7. Status update from divisions/disciplines: See 6 also.

a. Counseling (Felicia) will meet with Jennifer Lange to resolve outstanding issues identified on the previous flex day, such as disappearing data. In some cases, it is necessary to go back to the teacher, and use hard data. Felicia works with DSRC whose director is Kathleen Allen. Kathleen is blind, and Felicia asked about system accessibility to people with visual and other impairments.

b. Social Sciences. Hilal reported that some FTers asked about contractual obligations with respect to CLOs. The subject of sections taught mostly or only by adjunct faculty also came up. Bruce responded that FTers must fulfill their professional obligations, including work toward Accreditation (and therefore CLO work). Hilal asked for a written statement that could be handed out. Christine or Deonne will give her a letter from WASC.

8. Status on adjunct faculty involvement:

a. Trish Shannon, George Railey, and Susan Sperling are considering plans to enroll adjunct faculty's participation in the process.

b. On 10/18, Trish Shannon will give an update on adjunct faculty role/involvement.

9. Call for next meeting agenda items:

a. Deonne said that Service Area Outcomes (SAO) are already on the Learning Connection, but should be more visible. Carolyn suggested that this could be achieved through Website changes for Service Areas (Learning Connection and Counseling).

Meeting adjourned at 12:55 pm

Respectfully submitted by Mireille Giovanola