Present: Co-Chair Pat Flood, Michael Allen, Steve Brown, Patricia Chow, Sheila MacDowell, Sarah Master, D'Art Phares, Mark Pursley, Jan Silver, Sandy Thomsen, Marie Zaiens

1. Approval of Minutes of May 5, 2014 Meeting

2. Joint LOAC/PROC Recommendations to College Council

Sarah Master and D'Art Phares suggested that recent recommendations regarding changes to the Program Review system may not have to be approved at College Council. D'Art shared concerns about adding a checkbox to Program Review to indicate that a resource request is related to an SLO assessment and, therefore, should have priority consideration; the problem with this is that there may be resource requests that may not relate directly to the SLOs. Steve Brown gave an example from his class. Since SLOs are overarching, they could miss specific portions of a course or not address facilities issues.

Discussion continued among members regarding documentation of improvements of outcomes, overall effectiveness of funding, student learning, and pedagogy. Michael Allen mentioned the Eagle’s Nest will be run by faculty and will host many teaching strategy workshops, such as how to utilize “clickers” in the classroom. It was reported that the college owns eight sets of “clickers.”

3. Quality Control for SLO Assessments and Annual Unit Assessments

Sarah Master stated that the quality of Program Review and SLO assessment reports are uneven. Pat Flood mentioned that the SLO assessment reports are examined twice a year by the department chair or vice chair in their respective Fall/Spring Summary SLO/PLO Assessment reports. It is clear from these reports that some departments are genuinely dialoguing about the assessments results, while other disciplines do so in a very cursory manner. Having the assistance of the “new” academic deans to review what has been submitted will help improve the quality of the reports where needed.

The group discussed consequences that may be implemented if departments or disciplines do not do the required work. Michael Allen mentioned that Academic Affairs could reduce hourly assignments until work such as Curriculum, SLO assessments
and Program Review are brought up to date. The deans will ultimately be responsible for monitoring the quality of work.

The group discussed possible ways to encourage faculty to complete the reports in a more meaningful way and emphasized the importance of having a culture of accountability.

Michael Allen talked about the hiring progress for the 2nd Dean of Academic Affairs. He mentioned that the hiring pool was strong.

Pat Flood mentioned that Child Development submitted a model report. Jan Silver talked about how she wants to make the SLO assessments and reports even more meaningful for her department. They formed discussion groups for each SLO and it was successful, but time consuming, and it would be hard to complete all of the SLO discussions this way.

The group talked about how it was a challenge to bring adjunct faculty together to promote dialogue. Jan mentioned how she has appreciated reading the assessments and learning about the strategies, explanation of assignments and use of rubrics. Marie Zaiens suggested that SLO meetings could be held by phone conference, such as CCC confer for those who cannot attend the scheduled meetings.

4. Update Letter to ACCJC Re. External Evaluation Report in Response to Rec. #2

Pat Flood talked about the ACCJC team's External Evaluation Report related to Rec. #2 and her response. There were actually five inaccuracies in the report but our consultant encouraged her to just concentrate on the major inaccuracy in the response letter to the Commission. It was also mentioned that President Perez and VP Michael Allen will visit the Commission in June and give a five-minute report. Pat suggested that in the future, it would be good for programs to scale down the number of their PLOs to reduce the number to assess. Concentrating on fewer SLOs/PLOs, two to three per course, and three to five per program, can help bring more focus.

5. LOAC self-evaluation.

Pat Flood shared the shared governance committee self-evaluation form with the group. Pat will fill it out and send it out to members. It is not required but would be good practice to complete it. LOAC and PROC will complete separate evaluations. It is an opportunity for thoughtful reflection on our progress. We will review the report at the first meeting in the fall.

6. Assessment of the Information Competency ILO Update – Sandy Thomsen

Sandy mentioned that today is the due date for the Information Competency ILO assessments. As of noon today, three faculty had submitted assessments and a few
people stated that they needed more time. The participating group will get together on Monday to discuss the progress and results.

7. SLO/PLO/ILO Survey

The SLO/PLO/ILO survey was piloted in the Winter Intersession and the survey will be distributed again in Fall 2014.

Adjourned: 5:00 p.m.

Next Joint meeting – Date and Time: TBD

Recorder: Deborah Paulsen