

**San Diego Mesa College
Learning Assessment Task Force
Meeting Notes**

February 17, 2015
3:30 p.m. – 5:00 p.m., A-104

ATTENDEES	Madeleine Hinkes, Co-Chair	Bri Hays
	Kris Clark, Co-Chair	Ed Helscher (Excused)
		Angela Liewen
	Rachelle Agatha (Excused)	Pam Luster (Excused)
	Julie Barnes (Excused)	Andy MacNeill
	Amy Beeman	Marichu Magaña
	Leela Bingham (Excused)	Tim McGrath (Excused)
	Jennifer Cost	Mariette Rattner
	Ginger Davis	Susan Topham
	Margie Fritch (Excused)	

Agenda Item A: Call to Order: By Hinkes at 3:38 p.m. in A-104.

DISCUSSION	Welcomed the Task Force to the first meeting of 2015. Roundtable introductions. Introduced Kris Clark, SLO Coordinator, as new co-chair of the Task Force. Amy Beeman, faculty from Psychology Department, is interested in SLO's and in joining the Task Force. Approval of October 21, 2014 Minutes • The Minutes were M/S/C by Hinkes and Rattner once the following correction is made: ○ Agenda Item B: Correct action item from 2004 to 2014.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Post approved minutes to the LATF website.	• Ginger Davis	• Before next meeting.

Agenda Item B: New Business

DISCUSSION	Moving from Learning Assessment Task Force to Committee Status • Clark introduced the topic of moving the Task Force to a Committee Status. • By changing to a Committee status, the overall focus of the Task Force can be determined. The current focus is geared towards outcomes. • Student Learning Outcome (SLO) assessments are indirectly linked to program review but there is still confusion. • Assessments were a bi-product of Taskstream and not a main focus. • Goal is to get adjuncts more involved in the process; currently they are not connected with the social networks within the campus. • Administrative Unit Outcome's (AUO) are as important as SLO's even though not yet clearly defined. AUO's should also be a part of this group's focus. • An idea is to have outcomes liaisons to mirror the program review structure. This will provide representation from each school. • The goal is to have a committee in place by the start of the fall semester; committee paperwork will need to be completed. • Committee Name ○ Possible names being considered: ▪ Outcomes and Assessments Committee (OAC) ▪ Assessments and Outcomes Committee (AOC) ▪ Committee on Outcomes and Assessments (COA) ○ The Task Force will tentatively refer to the group as COA and revisit this topic at the next meeting. • Committee Membership ○ Looking at having a representative from each administrative, instructional, and service area. ○ Would like to increase classified representation. ○ The President, any VP's, and the Campus-based Researcher would take a consulting role on the committee. ○ Committee meetings are still open to anyone who is interested in attending. Staff Development workshop ideas • Put a call out for individuals to present assessments within their own schools and/or administrative/service areas. • Offer AUO sessions (i.e. AUO 101) at the Classified Conference (May 27-28th). • Email any other ideas to the co-chairs.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Review possible committee names.	Task Force	Before next meeting.
Email ideas regarding committee names, workshop ideas, or any other committee focus to the co-chairs.	Task Force	Before next meeting.

Agenda Item C: Continuing Business

DISCUSSION	E Portfolios Report - Davis presented her findings in researching the Learning Achievement Tool, E-Portfolio as per the request from the Task Force meeting in October 2014. - E-Portfolios is a Learning Achievement Tool in Taskstream. - It provides access to pulling assessments on data entered in Taskstream by students. - It allows the college to collect direct evidence and data to inform improvements at course, program, and institutional levels. It also gives students easy-to-use tools to creatively demonstrate their achievements to educators and employers. - A trial period for 500 accounts was made available during the spring semester from 1/1/15-6/30/15. - The set-up for this trial period would take approximately ten 1-hour meetings. - Can link student accounts into Blackboard so that accounts are automatically created. This would allow for automation of mapping. - If we decide to move forward with the use of this feature, it would cost \$25 for each student account per semester. - The Taskforce discussed that fees could be paid by the student. - Additionally, students would like to have access to the e-portfolios for an unlimited duration of time; would need to see if this is an option. - We could take advantage of the trial period but if we decide to purchase it, there will be a cost. - Davis concluded and shared that since LAFT had not met since October 2014, E Portfolios was presented to the Dean's Council in November and was not approved to pursue. Taskstream has since been notified of the decision. - Liewen shared about her personal experience in using e-portfolios. Doesn't feel it will give us the data we need in a community college setting. Campus wide it would be beneficial if we had a focus group to work with on this. - Magana's experience with e-portfolios is that it puts the outcomes on the students. There is a lot of extra work put on the faculty to assure students
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	are inputting this data into Taskstream. It is an opportunity for students to identify their personal best and invite others to review their work. - Taskforce did not support the idea of having e-portfolios to incorporate here at Mesa through the use of Taskstream. SLO “Clean up” Report - Outcomes Reports will be generated during the semester and given to Kris Clark to review for distribution to the campus community. Goals Promote meaningful dialogue—ideas? - We will revisit this agenda item at next month’s meeting. Objectives - Will revisit this agenda item at next month’s meeting. SQCI and ACCJC Rubric 2014 Rubric was displayed overhead. This will be addressed at next month’s meeting. Learning Outcomes Newsletter - Clark presented the new Learning Outcomes Newsletter she put together highlighting SLO updates on campus. - The newsletter will also address upcoming events and provide SLO contact information. - This is a one-page document that will go out each month. - Clark would like to include highlights from the student services areas. She requests SLO information be emailed to her to include in an upcoming newsletter. - The Task Force congratulated her on a great job.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item D: Roundtable

DISCUSSION	- MacNeill added that he likes the direction the group is moving towards. - Hays shared that there was much discussion regarding the 2014 ACCJC Accreditation Standards among researchers across the state. Hays also stated that, in accordance with our own equity efforts, feedback from the last survey iteration, and the new standard regarding disaggregation of achievement and learning outcome data for subpopulations, we will need to revisit our ILO/Graduation Survey and add demographic items.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item E: Adjournment

DISCUSSION	• Meeting was adjourned at 5:04 p.m.
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Next Meeting: Tuesday, March 17, 2015, 3:30 p.m. – 5:00 p.m., A-104

Submitted by: Ginger Davis, Senior Secretary, Administrative Support

Approved on: 3/17/15