



San Diego Mesa College
Learning Assessment Task Force
Meeting Notes

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

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

Agenda Item A: Call to Order: By Hinkes at 3:39 p.m. in A-104.

DISCUSSION	Approval of February 17, 2015 Minutes The Minutes were M/S/C by Rattner and Bingham as is.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Post approved minutes to the LATF website.	Ginger Davis	Before next meeting.

Agenda Item B: Continuing Business

DISCUSSION	Report on Committee Status (Clark and Hinkes) • Presented and discussed a document titled, “Committee on Outcomes and Assessment (COA)” which provides a description of the committees mission statement, goals, membership and other committee details. Once approved by LATF, this document will be presented to the President’s Cabinet for approval. • LATF edit recommendations: ○ Match document font/text size. (i.e. educational quality) • Committee membership was reviewed. Still pending response for representation from Counseling and Learning Resources and Technology. • This document was filtered through PIEC on 3/10/15. Once the COA paperwork goes to President’s Cabinet on April 7th and is approved, we can officially refer to the group as the Committee on Outcomes and Assessment (COA). Report on the SLO Symposium (Clark) • Attended the SLO Symposium at Rio Hondo College on March 6, 2015. A total of seven individuals from Mesa attended this conference. • The 5-hour conference was a combination of Best Practices, a Presentation on the latest in research by Jarek Janio, and a Keynote from Bob Pacheco, Dean of Institutional Effectiveness at Mira Costa College. • The most valuable elements of the symposium were the Best Practices and the Keynote address. • 5 Reasons Why We assess (presented by Bob Pacheco): ○ To become masters of our craft, studying the learning process in the discipline and in the large learning arenas and discovering new ways and methods to teach. ○ To determine the extent to which the curriculum is working. ○ To inform the decisions as to where time, energy, or money should be repurposed for continuous improvement in learning. ○ To help us become a learning organization that is adaptive and nimble for the 21st Century. ○ To help demonstrate our quality assurances pledge to the community we serve. • Southwestern offers an 8 hr. SLO Academy, which gives incentive to faculty and staff to move half-way to a new salary column. Clark has contacted Southwestern for additional information on this and will report out next meeting on additional findings. • Orange Coast College has a Full-time Faculty SLO Coordinator in the IE Office and a point person in each department. SLO Coordinator makes an appearance at Adjunct events to discuss this. • Chaffey’s Institutional Outcomes- Students are given an intake survey, then at 30 units, 60 units, and at exit. • Bingham added that some colleges were still clarifying their objectives and
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	assessments. • Colleges shared their current challenges with outcomes and assessments. • Barnes suggested we showcase Mesa's best practices regionally so that other colleges could share practices used at their campuses. Revisit Goals for 2014-15 • We've made progress as a whole within the campus community. • "Get'em done" refers to accessing and inputting. • The first reports reflect the courses that are missing information. We'll need to run the reports again to see exactly how much we've improved. • There are several courses that are no longer active on this campus. Programs need to review their courses in Taskstream and get them updated accordingly. • There is confusion regarding the process on how to update courses in Taskstream. • Adding changes and new courses into Taskstream is completed by contacting Ginger Davis, Senior Secretary in the Office of Institutional Effectiveness, and providing her with the changes. She will update Taskstream accordingly. Courses no longer active are noted as deactivated and then are un-enrolled from their affiliated workspace. This allows for old courses to not be deleted from Taskstream and for historical data to be maintained for reference. March Newsletter • March Newsletter draft was presented and reviewed for edits. • Once finalized, it will be sent out to the entire campus via email.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item C: New Business

DISCUSSION	ILO (Bri Hays) • A draft of the Graduation Student/ILO Survey that will be sent out shortly was presented. • Once we had new definitions for the ILO's we were able to edit the document to incorporate that information. • Hays noted the addition of the demographics questions on the survey to address the standard calling for disaggregation. • We usually do a drawing for a \$50 gift card to encourage participation. We'd like to do that again this year. • There will be a Likert scale. A neutral option will be given; this gives a better idea of what the survey participant does not know. • A suggestion was to include a 5-point scale and add an "I don't know" option. After further discussion, the final decision was to only include a "neutral" option.
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- Another suggestion was to add the question, “What classes influenced you the most?” This suggestion is similar to question number 6 that currently states, “What factor most influenced your success in college?” Hays suggested leaving the question as is for the current year and based on the data, she will tailor next year’s survey accordingly.
- A new question for this year’s survey is number 3 which states, “What is your major or program of study?”
- Question number 4, currently stated as, “As a student at Mesa College...” is also a new question that is being considered to be included. This was an area where we could incorporate our strategic directions and goals.
- Requested to add the following question: “What was your greatest challenge in earning your degree?”
- Requested to add the following question: “Is there anything else you’d like to share about your experience at Mesa College?”
- Students who petition to graduate will be invited to respond to this survey. Anticipated distribution date is April 15 or 16th.
- A revised draft will be emailed to the committee for final review and feedback prior to officially being distributed to the district for release.
- Request to add GELO language instead of just ILO. Hays will add that to future documentation.

Goals for 2015-16

- **Owning our Assessments-** Hold for next meeting.

Objectives for 2015-16

- Hold for next meeting.

SCQI and ACCJC Rubric (Hinkes)

- Handout presented of ACCJC rubric for student learning outcomes. We need to be at the sustained continuous quality improvement (SCQI) level.
- One of the major reasons for colleges getting sanctioned has been a lack of progress in outcomes assessment.
- New standards require SLOs to be listed on syllabus and course outline of record. There could be implications for our College if this is not addressed.

SLO Workshops

- **Thinks Ins**
 - A flyer was presented about the first Think In meeting scheduled for Thursday, March 19th and Tuesday, April 16th, 2:30 p.m. – 4 p.m., A-109 Conference Room.
 - Clark would like this to be small groups providing feedback.
 - Once we’ve had a few Think In meetings, a survey will go out to the college for additional data.
 - Would like to do a series of workshops that are SLO focused about what we think assessments are and what they do for our campus.
 - A suggestion was to do a future SLO Retreat at an off campus site. This will be discussed at the next COA meeting.
- **Best Practices**
 - Did not discuss.

	• AUO Workshop at Classified Conference ○ Helscher will pass this on as a potential workshop topic.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item D: Roundtable

DISCUSSION	• Hinkes: Campus Labs is a new software we are looking into to assist with Program Review, Accreditation, and outcomes assessment. UCSD currently uses it. Campus Labs will be having a webinar titled, “Assessing Student Learning with Rubrics” on Thursday, March 26th, from 10 a.m.-11 a.m. Mesa will schedule another Campus Labs presentation for the campus community to attend. • Rattner: Is attending a Hispanic Serving Institution presentation on Monday, March 23rd. The topics will relate to sustained continuous quality improvement. In her observation, the focus has been on providing supporting services for students. As faculty we need to look at curriculum in the instruction and look at our own teaching practices to promote support for Latino students. It would be nice to develop best practices for color conscious teaching. • Magaña: Read the HSI Grant. It will be incorporated in the summer bridge program. There has been an push for more tutoring in the classroom. Also, attended the Men of Color workshop. The results from this workshop will help us develop what the next steps are in terms of finding solutions. Solutions will be developed based on the needs of the campus. There is a big disconnect for our students between adjunct and staff.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item E: Goals 2014-2015

DISCUSSION	• Get'em done • Promote meaningful dialogue
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item F: Adjournment

DISCUSSION	• Meeting was adjourned at 5:03 p.m.
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Next Meeting: Tuesday, April 21, 2015, 3:30 p.m. – 5:00 p.m., A-104

Submitted by: Ginger Davis, Senior Secretary, Administrative Support

Approved on: 4/21/15