

FOOTHILL COLLEGE
Student Learning Outcomes (SLO) Committee
Tuesday, March 15, 2016
MEETING MINUTES DRAFT

LOCATION: Administration Building / President's Conference Room (1901)

TIME: 12:30PM – 2:00PM

PRESENT: Jennifer Sinclair, Isaac Escoto, Andrew LaManque, Stephanie Tran, Carolyn Holcroft, Justin Schultz, Katherine Schaefer, Roseann Berg

Stephanie Tran; Isaac Escoto; Barbara Shewfelt; Fatima Jinnah; Roseann Berg; Katherine Schaefer; Andrew Lamanque; Carolyn Holcroft; Bernie Day; Jennifer Sinclair; Elaine Kuo; Lan Truong; Francisca Varela-Ramirez; Hilda Fernandez

- 1) We reviewed and approved the minutes from the February 16, 2016 meeting.
- 2) Accreditation Standards from the ACCJC (Accrediting Committee for Community and Junior Colleges

Institutional Effectiveness (Standard 1.B.6)

The institution assesses accomplishment of its mission through program review and evaluation of goals and objectives, student learning outcomes, and student achievement. Quantitative and qualitative data are disaggregated for analysis by program type and mode of delivery.

We noted that based on ACCJC Training SLO Assessment for sub-populations of students should be measured via what makes sense for your institution. Course achievement measured via grades for these sub-populations

Additionally, Jennifer shared copies of the ACCJC Accreditation Standards. Linda Suskie (ACCJC Program Outcomes trainer) had provided an abbreviated version that consisted only of the parts that pertained to SLOs. But Jennifer felt that the complete version was easier to read.

SLO Coordinators were glad to have those resources in hand and expressed interest in getting started on the SLO Handbook that we've discussed.

Update to language/interpretation of Accreditation Standards puts a focus on disaggregation of SLO data. At the March 3 ACCJC Workshop on Program Level Assessment, the presenter Linda Suskie supported a very pragmatic approach to disaggregation: "You disaggregate when and where it makes sense."

3) Program Outcomes – Equity Plan

A proposal for the disaggregation of data at the program level is included in our Student Equity Workgroup Plan that was approved by SEW and PaRC last fall. The thought is that we could disaggregate the Program Level SLO data for the ADTs. The hope is that we can start with a few interested departments and build from there. Since Psychology has the largest number of graduates it makes sense to reach out to them (they already include program outcomes assessment in their capstone course).

Hilda Fernandez has been selected and has agreed to be the Faculty Equity Coordinator for the spring term (only spring at this point – a different posting will be done this spring for next year). The spring assignment has two primary responsibilities 1) working with the SLO Committee to develop a plan for working with program outcomes disaggregated by student type and 2) recruiting for the Teaching Academy that will start this summer.

It seems that the English department thought the Coordinator was going to act as a data analyst looking at disaggregated program outcomes data this spring. Andrew and Carolyn assured the group that the idea was to spend the spring talking with the SLO Committee and other departments on campus, as well as doing research on what other colleges are doing so we can come out of the spring with an approach or plan for moving forward.

There are many departments already doing very good program outcomes assessment, we need to find a way to help the departments collect data at the student level so that the department can look at the results by groups that make the most sense for them to help identify areas where some student groups may need more help in mastering the program outcomes. The student groups might be based on gender, ethnicity, whether they take courses online or face to face, whether they started in basic skills, how many times they switched majors before deciding on their current major, whether they started as a first time student at the college or transferred from another cc, etc.

4) General education learning outcomes

The group discussed the GE process and how courses would be submitted for review. Isaac Escoto pointed that the CCC will be continuing its discussion of the process.

We discussed the Institutional Learning Outcomes and how we have used the CCSSE (Community College Survey of Student Engagement) to assess. The assessment is about awareness not whether they have obtained the skills and knowledge. In addition, because the sample is not representative, Elaine has not be comfortable in providing disaggregated data.

5) SLO models and handbooks

DeAnza SLO handbooks

http://www.deanza.edu/slo/guides/sloguide/SLO_Process_Guide_9-14-11.pdf

Skyline College

Karen Wong up at Skyline

<http://skylinecollege.edu/sloac/>

Contact Karen for possible speaking on the SLO process at Skyline

***Action Item: Review what DeAnza has done with SLOs: <http://deanza.edu/slo/>

***Action Item: Review what Skyline has done with SLOs:
<http://skylinecollege.edu/sloac/>

6) Professional Development

The group discussed ideas for PD:

Have an “SLO basics” here at Foothill

Linda Suski/Bob Pacheco/Randy Beach/Amy Driscoll (sp?) all would be good candidates

ACCJC conference down in San Diego (Friday and Saturday in April)

*Recruit 2 people from BSS to go to the SLO basics (fill out paperwork for Accreditation funds, Equity funds...Andrew will get back on this)

7) Divisional 4-column reports (Excel spreadsheet)

The SLO coordinators need these to see which courses are up for accreditation in Spring so we can tell which courses need to be assessed.

Justin will send.

8) Report out on ACCJC Workshop on Program Level Assessment

Andrew, Justin, Carolyn, Jennifer, and Fatima attended the March 3 Workshop presented by Linda Suskie. Linda championed a very pragmatic approach to SLOs, suggesting that faculty meet to identify the core skills that you want every student to have upon successful completion of the class and then identify numerous opportunities to assess their progress—either during a course or during a program. She shared some interesting tools that Jennifer shared with the SLO coordinators. Those tools were titled:

- Rubric for Evaluating a College’s Program Learning Assessment Processes
- Program Curriculum Map
- Developmental Rubric Template for Program Learning Outcomes

9) Spring Quarter Plans

Someone expressed that we develop better communication during the spring quarter...more detailed minutes with work to be completed between meetings.

At previous meeting, we had discussed resuming the process of providing SLO Coordinators with TracDat Reports for the departments/divisions that they serve.

***Action Item: Justin will get TracDat 4 Column Reports to SLO Coordinators

Other Items:

1. After researching De Anza and Skyline webpages, develop an SLO handbook:
Jennifer, Katherine, Roseanne
2. Katherine will invite Karen Wong (was she from Skyline) to present to the group
3. Partner with Equity Coordinator and help in the creation of a plan to disaggregate data for Program Level SLOs.
4. Continue discussing GE SLOs:
 - What are they?
 - How can we educate faculty?
 - How can we assess them?

For next time:

- Reach out to Karen Wong to come speak at our next meeting
- Create a draft of an SLO handbook or website design
- GE SLOs
- Professional Development for the College (Professional Development day or opening day for the College)

Website Link: <http://www.foothill.edu/president/slocommittee.php>