



Student Learning Assessment Team:

Meeting Minutes: January 21, 2019

Time Started: 2:30 pm

Time Ended: 3:35 pm

Members Present:

Nicole Dick

Chip Marcy

Brian McCallum

Samantha Sanger

Bradley Sisk

Chris Turpin

Brandy Unruh

Ex Officio: Phil Terpstra

Members Absent:

None

Minutes:

The minutes of the Monday, October 22, 2018 meeting were approved.

The minutes of the Monday, October 29, 2018 meeting were approved as corrected .

The minutes of the Monday, November 12, 2018 meeting were approved.

The minutes of the Monday, November 26, 2018 meeting were approved.

The minutes of the Monday, December 3, 2018 meeting were approved.

Issues:

Phil Terpstra addressed SLAT about administrative assignments relating to SLAT membership.



Gen Ed Committee Structure:

A discussion was launched to further define the role and relationship of the Gen-Ed committee in relation to SLAT. This discussion included how it might be defined: as a committee, sub-committee, task force, or a group of people called upon by SLAT to accomplish the review of material/data submitted to SLAT.

More specific aspects that SLAT will work on this spring include defining:

- A statement of purpose (if necessary)
- Definition of Gen-Ed (responsibilities)
- Tasks of/goals of – some of which may include:
 - Reading/ second reading on submitted data to SLAT
 - Determination of assessments to be submitted/ tracking down required assessments (limited to Gen-Ed assessments)

Program Assessment Reviews:

SLAT discussed and recognized a need that as part of a continuous improvement process, procedures and other academic infrastructure should be examined and updated where necessary. Among these items are included:

- Review of Program Curricula Maps
- Program Assessment reports
- Program Course Numbering (which needs to be coordinated with the Curriculum Committee to avoid overlap or gaps in responsibility)
- Catalog Sequence (ie necessity of/updating prerequisites & recommended courses of study)
- Flow charting the items directly under SLAT control integrated with other college processes/procedures.

Current Assessment Tracking:

Related to the topic above, feedback from this past fall semester's course and program assessment process should be reviewed and changes implemented where and when appropriate. This includes, but is not limited to:

- Missing Assessments
- Capturing Assessments from Adjuncts and outreach courses.

Next Meeting:

The next meeting of this committee will be Monday, February 4, 2019 at 2:30 pm in ACAD1111.