



Student Learning Assessment Team (SLAT):

Meeting Minutes: January 20, 2020

Time Started: 2:30 pm

Time Ended: 3:38 pm

Members Present:

Chip Marcy

Chris Turpin

Bradley Sisk

Samantha Sanger

Brian McCallum

Brandy Unruh

Perla Salazar

Members Absent:

None

Issues:

- I. Minutes, Discussion – Minutes approved as amended.
- II. Gen Ed Report (Chris) – We have had issues with data collection with adjuncts. These issues are being documented. There are five essential skills and five members, each member was assigned an essential skill to overlook. Committee members will be communicating with faculty members that are working on their essential skills. Sam has discussed with the VP of instruction, Marc Malone, how to document assessment and who is working on it. Administration is in charge of enforcing if faculty are or are not completing their assessments. SLAT members are tasked with overlooking assessment and assessment reporting. We are not an enforcing body and thus we will move our recommendations up to administration. We will be reporting our concerns and ideas through email to administration. The concerning faculty have been previously notified of their lack of compliance with our assessment requirements.
- III. Assessment on the LMS (all) – When working with rubrics on the LMS we need to make sure there is not problematic rubrics in the course shell. If you copy a shell that had issues with a rubric the issues will be copied over to the new shell. The four-point scale caused issues in course assessments that didn't use a four-point scale to begin with. There are some classes that have rubric of pass fail and it is not worth



changing to a four-point scale. At this point, we still have no way to get the data out of Canvas and use it in a meaningful way.

- IV. LASC Program review update (all) – We need to finish the program review. Brian has reached out to Brenda for data. There is a big issue of students that come in with a major and in under a month are moved to LASC status. We don't seem to be using this program correctly. We still need to look at a bit over 220 students. Each SLAT member will look up 40 majors and their academic status from the spreadsheet emailed on November 19 from Brian.
- V. Faculty Attendance (workshops) (Sam) - The list of new faculty members that didn't report to the required workshop should be forwarded to administration. Only 11 faculty members attended the workshops and only four new faculty members attended. We need more faculty to move towards completing proper assessment reports. These processes are being used by most higher education institutions and we need to keep up with the rest of our peers. We continued to discuss the essential skills with great detail, in particular we discussed the social responsibility essential skill and how to assess it. We know we need to continue to discuss these skill and new ways to move forward.
- VI. Accountability file /tracking – Sam will convert the accountability tracking file to a google form. Each member needs to look over the accountability file for each of their divisions.
- VII. Assessment basics PPT/module /training/Prizes! – These are ideas that Sam wants to work on the summer. She wants to work on an assessment basics PowerPoint. Anyone willing and able to help is invited to do so. She also wants to work on a way to help adjuncts get better at completing their assessment reports.
- VIII. Dean of IE update/update from Marc (Brian,Sam) – Discussed what the plans with this position are.
- IX. SLAT in 20/21 – We have asked for volunteers to join this committee. Seth has mentioned he is willing to join our committee. We need to be aware that the more people that are involved in the committee the more willing we need to be to meet at odd times. The process of how to join this committee is in our bylaws.
- X. Assessment Survey responses – We need to look at the results from last year. We need to look at our SLAT questions and reword any that need to be reworded. Corrections need to be submitted by March 1st. Take a look at the documents for the board, this needs to be given to the VP tomorrow.

Next Meeting:

The next meeting of this committee will be Monday, February 3, 2020 at 2:30 pm in ACAD1111.