

Assessment of Student Learning Committee

Nov. 13, 2018 - 2:00 pm

VPAA Meeting Room

Minutes

I. Call To Order

Members: Linda Goeller, Sheila Morris (Student Services), Jessica Isaacs (LAH), Tammy Kasterke (BE), Melanie Rinehart (Fiscal Affairs), Sam Rivera (SS), Jarrod Tollett (STEM), Valarie Watts (HS)

II. Vote to Approve, or not, the Minutes from Sept. 13, 2018 Meeting - **Approved**

III. Announcements

A. Assessment Presentations to Faculty Senate

- November – **Jessica Isaacs and Linda Goeller to present assessment information relative to HLC and OSRHE**
- January -
- February
- March

B. Assessment Action Agenda

- Establish minimum thresholds and goals for achievement of GEO's
- Establish mechanism for focused long-term improvements when thresholds not met.
- Define co-curricular courses and create method to assess courses meeting this definition. (Ideas suggested include PLC, Global Studies, Practicum, Performance Techniques, Lifeguarding, Business Leadership)
- Update Student Feedback on Online Instruction to reflect Quality Matters standards such as the promotion of an environment of respect and concern for student success in conjunction with the Distance Education Committee.
- Fully vet and cross check the assessment procedures and processes with the Higher Learning Commission criteria in preparation for accreditation.

C. Assessment Committee Member Role –

- Role of Assessment Committee Members:
To disseminate information, encourage others to meet assessment goals, educate divisions on assessment issues, and bring division concerns to ASLC. The Assessment of Student Learning Committee represents assessment on the SSC campus.

D. Changes in Degree Program Review

IV. Old Business:

A. Syllabus Template of SSC Common Information

Template possibly in place soon.

B. Creation of Notebook for each Division Office to empower members to own embrace the assessment process including the use of the results.

C. Degree Program Assessments, Evaluations, Reviews. **Received from divisions and forwarded to VPAA.**

D. General Education Outcomes Matrix.

E. Request made for educating faculty on Course Embedded Assessment during in-service in January. In-service given to assessment.

Inservice to focus on follow-through and closure of all assessments with emphasis on Course Embedded Assessment

Suggestions: give instructors a graphic from Assessment of Student Learning Procedures to guide them in understanding the process of assessment.

Include faculty in decision on training: Course Embedded Assessment, writing learning objectives, how to make budget requests, degree program assessment, student feedback assessment, et al.

Jessica Isaacs continues to remind us that we should be making a full circle with assessment. The process begins with assessing prior knowledge, includes formative assessment and summative assessment, and includes evaluation of the process at each stage. The evaluation of the assessments should inform future assessments. This process of “closing the loop” will be the focus of our in-service in January.

F. ETS Proficiency Profile – **Testing completed thanks to all volunteers from SSC. Process much shorter than with CAAP.**

G. Discuss Action Agenda Item:

Define co-curricular courses and create method to assess courses meeting this definition. (Ideas suggested include PLC, Global Studies, Practicums, Performance Techniques, Lifeguarding, Business Leadership) - **definition suggested by Dr. Mills to be considered:**

SSC defines Co-curricular as activities and learning experiences that complement, in some way, what students are learning in a course. The experiences are connected to or mirror the academic curriculum but don't constitute the course itself.

Co-curricular assessment would then be the assessment of programs and courses providing activities and learning experiences defined as above. SSC global studies and presidential leadership class would fit this definition if the committee chose to designate them as such.*

We could use pre-post assessments tools for activities and degree program evaluations for program level assessments.

Decision tabled until January.

***Definition modified from <https://www.edglossary.org/co-curricular/>**

H. Discuss Action Agenda Item:

Establish minimum thresholds and goals for achievement of GEO's

V. New Business

A. Discuss Action Agenda Item:

- Establish mechanism for focused long-term improvements with thresholds not met.

We have all the action items on the agenda now and will be working through them as the year progresses.

Next meeting: Dec. 10th, 10:00a.m. Objective: plan in-service.

VI. Adjournment – **approved.**