

Staff Development Advisory Committee and LOAC Committee Meeting
April 9, 2015 3:00 – 4:30 PM

Members present: John Dotta, Shawna Bynum Kelly McCann, Jan Shardt, Antonio Castro. Laura Ecklin and Rebecca Scott.

GOALS:

1. Identify what assessments work (specific tasks) need to be completed in classes departments divisions and programs
2. Identify timeline for getting this work done during Fall Flex Days
3. Identify who leads

John Dotta reported there are 51 programs and 29 have no assessments in TracDat. Some have PLO's that have only been assessed one time.

Course level- 825 credit and non-credit courses or 69 depending on numbers. 248 of these courses have no assessments at all.

ILO's can't be done at this time.

Need courses and programs – need to map CLO's to ILO's. Then there is a need to revisit the mapping to see if they have assessed it.

John Dotta will send out an email to remind divisions and deans to do their assessment John Dotta and Faye Smyle will go visit all division meetings. Each division/department will develop leads to be trained this summer. We need a list of all faculty matched to departments. Instruction council needs to go to individual faculty and tell them what they need.

It was decided to have the ILO's printed on posters and have them visible in each workshop. We need to be prepared for Flex Day with materials.

It was decided to look at some of the other colleges that have done a good job and see if they will come and do our training. Several sets of examples need to be made available for the training.

We need to document the conversation on assessment and put it into TracDat.

Laura Ecklin will see if we can pay the adjuncts for the 2 days. Also need to look into having an orientation for them.

Next Steps_

John send out an email

Terry Giugini to do a follow-up

Division Deans/Chairs need to select leads

Flex Day Format:

Open labs to be continuous:

Model examples

TracDat

Excel (Chris Farmer)

LEVEL 1 – for each class RED

SLO- Current

Match core

On all course syllabuses

Do you have an assessment method for all SLO's

LEVEL 2 – For each class WHITE

Trained in TracDat

Recording in TracDat

SLO's

Assessment method

Results

Meaningful dialogues

Action plan

Summarize in TracDat

LEVEL 3 – PLO GREEN

Are they current

Recorded in TracDat

Assessment method

Meaningful dialogue

Assesmet method

Action plan

Summarize in TracDat

LEVEL 4 – BLUE

Develop public record (narriative)

Mapping to ILO's

NEXT STEPS: Have identified leads come to the next TracDat training. Make sure it is understood that this is both Instruction and Student Services that has to undergo this process. Jan will go around campus to find out how many computer labs there are and the number of computers in each.

Flex Day Opening Session:

½ hour each trainings on:

1. Models – assessment method

2. TracDat
3. PLO – what data you need and how the spread sheet works
4. Web pages of other colleges

On the draft agenda remove John Dotta's speech.

Respectfully submitted,

Jan Schardt