

San Diego Miramar College

Instructional Program Review and SLOAC Subcommittee

Meeting Date and Time: Monday, November 2, 2015 from 3:00 PM to 4:30 PM

Location: L-108

Voting Members: Lynne Ornelas proxy for Paulette Hopkins (co-chair, instructional admin); Namphol Sinkaset (co-chair, faculty, MBEPS); John Salinsky (faculty, PS); **vacant** (faculty, LA); Alex Sanchez (faculty at-large, MBEPS); **vacant** (faculty at-large)

Voting Members Absent: Paulette Hopkins (co-chair, instructional admin); Fred Garces (instructional admin); Dan Willkie (faculty, BTCWI)

Nonvoting/Resource: Xi Zhang (Research and Planning Analyst); Laura Murphy (College-wide Outcomes and Assessment Facilitator); Margarita Sánchez (Staff, Instruction)

Nonvoting/Resource Members Absent: Julia Gordon (faculty, MBEPS)

Minutes

The meeting was called to order at 3:03 p.m.

1. Standing Items

1.1. Adoption of Agenda

Motion to approve November 2nd, 2015 agenda carried.

Motion made by A. Sanchez and seconded by J. Salinsky.

1.2. Adoption of Minutes from Meeting of October 5, 2015

Motion to postpone adoption of October 5th, 2015 minutes carried.

Motion made by N. Sinkaset and seconded by A. Sanchez.

2. Unfinished Business –None.

3. Information Items –None.

4. Discussion Items

4.1. Outcomes and Assessment Operational Plan, 2015-2018

L. Murphy presented the 2015-2018 Outcomes and Assessment Operational Plan to committee members. Used rubric ACCJC uses for ensuring continuous quality outcomes and assessment and used the criteria as the goals for Miramar College. The comprehensive plan has been shared with Student and Administrative Services, Program Review/SLOAC. The plan has been developed as a 3-year cycle to go along with the rest of the college's planning cycles. ACCJC now asks for disaggregated SLO data based on student populations to identify where improvements must be made. Miramar College is not currently disaggregating data but plans to

initiate a pilot to produce the data ACCJC is requesting. SEP and SSP have been approached and asked to cooperate on this task but no decision has been made on data collection yet. The committee discussed using Taskstream's new Learning Achievement Tool (LAT) *Aqua* which collects data on a by student basis. The committee also discussed cooperation from faculty as a possible issue with using Aqua to report on individual students. A committee member shared that PeopleSoft has the capability of adding additional columns to grading sheets which would enable faculty to assign each student a score for any particular SLO. While, SLO scoring methods are currently up to the instructor, the college may benefit from a discussion regarding a shared method in scoring student SLOs. Another issue discussed in the committee was that accreditation standards dictate that grades for students are assigned based on student completion of SLOs. Miramar College currently does not assign grades to students based on their completion of SLOs. The committee discussed how grading students on SLO completion may be problematic since students may fail 1 or 2 SLOs and not the others, but still pass the course. The committee further discussed the need for professional development to help faculty understand how to better incorporate SLOs into their curriculum. Incorporating SLOs into curriculum will be a larger endeavor in instructional areas like Liberal Arts and the Sciences, but less so in CTE courses where a lot of curriculum is competency based and students must meet minimum competency levels to move through the curriculum. The committee decided to bring this topic back for discussion at the next committee meeting and plans to take the discussion to Academic Affairs in the future.

4.2. ISLO Assessment, Survey and other Ideas

The ISLO survey was administered last fall; the goal this year is to modify the survey tool. L. Murphy noted to the committee that an analysis that shows to what degree (percentage) students' answers on the survey expressed that courses and experiences on the campus aligned with ISLOs, may be beneficial for identifying areas that need improvement. It was also mentioned that the college can focus on assessing one ISLO at a given time. It was proposed that the committee make more targeted surveys measuring one particular ISLO and that faculty be asked to volunteer to share data for their courses, ending in a comparison of both data sets. This cooperation between IPR/SLOAC and faculty could lead to a student perspective of ISLO achievement while providing actual evidence of ISLO achievement. The committee discussed the need to, as a group and with faculty; determine what kind of parameters would be most ideal in measuring specific ISLOs. The committee will bring back this topic for discussion at the next committee meeting.

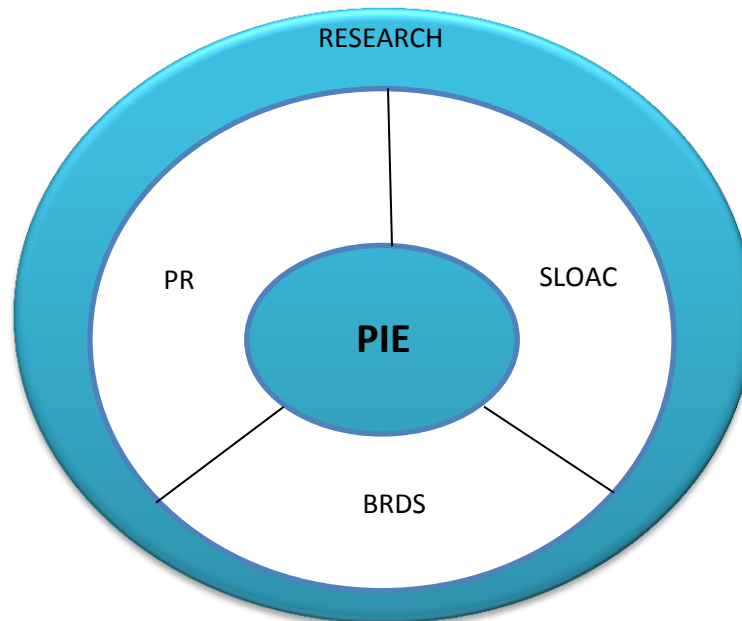
4.3. Program Review Template Modification

Only 3 individuals participated in the Program Review survey. Based on feedback from faculty (while working on data entry for Program Review), it has been determined that the *Program Outcomes Map* is not useful for Program Review since this portion of program review can be completed at the Program Assessment level. Currently, the Resource Allocation Form in the Program Review template is not useful due to faculty having to fill out and submit a second RFF form for BRDS funding. The committee members suggested that the IPR/SLOAC subcommittee talk to the BRDS subcommittee to determine if there is a way to align the Taskstream RFF Form with the BRDS Resource Allocation form so that the work is not redundant. The committee also suggested that the RFF Form in Taskstream removed; faculty will still be able to state their program budget needs in the Action Plan Budget Request fields. The committee suggested BRDS

should be invited for a discussion regarding streamlining of budget requests between Taskstream and BRDS. L. Murphy will come back with template modifications for the committee to review.

4.4. Restructuring of College Governance

The committee discussed the idea of the IPR/SLOAC subcommittee being placed under the Planning and Institutional Effectiveness (PIE) committee rather than Academic Affairs; right now the reporting structure is off. PIE oversees the BRDS and Research subcommittees which provide some support for the IPR/SLOAC subcommittee. The committee will give PIE a recommendation about what the restructuring would look like. The possibility of IPR and SLOAC splitting into two separate subcommittees was also discussed in the committee; this would call for a redefinition of the duties charged to both committees. With the current college governance structure, there are no quality control or feedback systems for program Review. At this point, the committee needs to look at what it would envision happening for the college governance restructuring. The committee also discussed the idea of having an Institutional Student Learning Outcomes and Assessment subcommittee that includes members from Student Services and Administrative Services instead of having SLOs dispersed across 3 different committees. L. Murphy will attend the next PIE committee meeting get their input regarding the split of Program Review and Outcomes and Assessment into two separate subcommittees.



4.5. Accreditation and PR/Outcomes and Assessment Gap Analysis –Held for next meeting.

5. Action Items –None.

6. Adjourn

The meeting was adjourned at 4:39 p.m.