

Instructional Program Review and SLOAC Subcommittee

Co-Chairs: Paulette Hopkins and Julia McMenamin

Monday, May 1, 2017

3:00-4:30 p.m., Room N-206

APPROVED 05/01/17

AGENDA

Voting Members: Paulette Hopkins (Co-Chair, Instructional Admin), Fred Garces (Instructional Admin), Dan Willkie (Faculty/BTCWI), Patricia Manley (Faculty/LA), John Salinsky (Faculty/PS), Alex Sanchez (Faculty-at-Large, MBEPS), Laura Murphy (Faculty-at-Large/MBEPS); Julia McMenamin (Co-Chair and Faculty-at-Large/MBEPS)

Guests/Resource: Xi Zhang (Research and Planning Analyst); Katinea Todd (Staff, Instruction)

**Strategic Goals; **Accreditation Standards*

I. Call to Order

II. Approval of Agenda

III. Approval of Minutes

IV. Business

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| A. Integrating BRDS with Taskstream (Murphy/Brett Bell)..... | 1-3; I-II |
| B. Meeting Calendar for 2017-2018..... | 1-3; I-II |
| C. Discussion and action on Accreditation Team Preliminary Recommendations. | 1-3; I-II |
| 1. <u>Recommendation #1:</u> The College needs to engage administrative, instructional, and student services Divisions in program review to address how well program missions align with the college mission | 1-3; I-I, IV.C |
| a. Committee restructuring – Review document “SLO Committee Survey Campuses 2015” | 1-3; I-I, IV.C |
| b. Outcomes/Assessment Subcommittee..... | 1-3; I-I, IV.C |
| 2. <u>Recommendation #2:</u> The College needs to analyze learning outcomes assessment results by the meaningful dis-aggregation of data by sub-populations of students, instructional tutorial delivery methods..... | 1-2; I, II.A |
| a. Update on disaggregation pilot | 1-2; I, II.A |
| b. Plans for post-pilot..... | 1-2; I, II.A |
| c. Plans for disaggregation by instructional tutorial delivery methods (distance education vs. on-campus) | 1-2; I, II.A |
| 3. <u>Recommendation #3:</u> The College needs to develop a procedure for evaluating its program review process for student services, administrative services, and instructional services to ensure their effectiveness for supporting academic quality..... | 1-3; I.B, II |
| a. Provide feedback to program reviews. This recommendation was discussed at Academic Affairs on Thursday, April 20 th . Update/recap of Academic Affairs meeting (Sanchez) | 1-3; I.B, II |
| b. Provide feedback on Child Development Program Review (Rubio) | 1-3; I.B, II |
| c. Identify department priorities for types of research data to be included in full Program Review for the 2018-2021 Cycle (Murphy) | 1-3; II.A |

- d. Training on TaskStream. Laura will train committee on Taskstream and we will invite all faculty. Pick a date. (McMenamin/Murphy)..... 1-3; I-II, IV.A
- 4. Recommendation #4: The College needs to identify and regularly assess learning outcomes for all courses 1-3; II, IV.A
 - a. Responsibilities and Expectations for SLO Coordination by Department Chairs..... 1-3; II, IV.A
 - b. SLO Liaison Group with Chairs 1-3; II, IV.A
 - c. Plan for functional and long-term maintenance of list and TaskStream. (Murphy) 1-3; II
 - d. Update: ISLO Survey (Murphy/Zhang) 1-3; I-II
- D. Tracking SER Action Projects and Action Plans 1-3; I-IV
 - 1. QFE I: Action Plan 1. Evaluate efficiency of structures to manage college-wide learning outcomes and assessment work and coordination of efforts (connects to Recommendation #1 above). 1-3; I-IV
 - 2. QFE I: Action Plan 2. Provide more robust support to faculty and staff through the PR/SLOAC Committees and additional workshops for improved development, implementation, analysis, and use of SLO assessment (aligns with Recommendation #4 above) 1-3; I-IV
 - 3. QFE I: Action Plan 4. Investigate potential strategies for additional levels of SLO disaggregation to identify subgroups in need of improvement (aligns with Recommendation #2 above) 1-3; I-IV
 - 4. QFE I: Action Plan 5. Improve communication strategy to efficiently share SLO assessment best practices, gaps identified through the assessment process, and successful strategies implemented to improve student learning (aligns with Recommendation #4 above) 1-3; I-IV
 - 5. QFE I: Action Plan 6. Develop the ISLO assessment process to include direct and indirect measures of learning and identify foci for improvement (aligns with IVB above) 1-3; I-IV
 - 6. QFE I: Action Plan 7. Collaborate with the District to optimize the process for extracting learning outcomes statements and information from TaskStream and for the regular upload of SLO statements into CurricUNET..... 1-3; I-IV
 - 7. QFE II: Action Plan 5. Evaluate efficiency and consistency of the BRDS annual resource allocation process and identify strategies for improvement 1-3; I-IV
 - 8. QFE II: Action Plan 8. Develop the College’s research capabilities to provide program and service area-specific data disaggregated by relevant subpopulations.
- E. 4:00-4:30 p.m. Open Office Hours for TaskStream..... 1-3; II
 - 1. Due Date for Faculty/Chairs for entering Program Review in TaskStream: Monday, April 24, 2017 1-3; II
 - 2. Recommended Due Date for Deans for School Program Review: Friday, September 15, 2017 1-3; II

V. Suggested items for next meeting

VI. Adjournment

***San Diego Miramar College Fall 2013 – Spring 2019 Strategic Goals:**

1. Provide educational programs and services that are responsive to change and support student learning and success.
2. Deliver educational programs and services in formats and at locations that meet student needs.
3. Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.
4. Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.

****ACCJC Accreditation Standards (Adopted June 2014)**

I. Mission, Academic Quality and Instructional Effectiveness, and Integrity

- I.A Mission
- I.B Assuring Academic Quality and Institutional Effectiveness
- I.C Institutional Integrity

II. Student Learning Programs and Support Services

- II.A Instructional Programs
- II.B Library and Learning Support Services
- II.C Student Support Services

III. Resources

- III.A Human Resources
- III.B Physical Resources
- III.C Technology Resources
- III.D Financial Resources

IV. Leadership and Governance

- IV.A Decision-Making Roles and Processes
- IV.B Chief Executive Officer
- IV.C Governing Board
- IV.D Multi-College Districts or Systems.