

San Diego Miramar College

Instructional Program Review and SLOAC Subcommittee

Minutes

Meeting Date and Time: Monday, April 20, 2015 from 3:02 PM to 4:34 PM

Location: L-108

Voting Members Present: Roanna Bennie (co-chair, instructional admin); Namphol Sinkaset (co-chair, faculty, MBEPS); Paulette Hopkins (instructional admin, MBEPS); Dan Willkie (faculty, BTCWI); John Salinsky (faculty, PS); Pablo Martin (faculty, LA); Julia Gordon (faculty-at-large, MBEPS)

Voting Members Absent: None

Nonvoting/Resource Members Present: Laura Murphy (College-wide Outcomes and Assessment Facilitator); Xi Zhang (Research and Planning Analyst); Alex Sanchez (faculty, MBEPS, nonappointed)

Nonvoting/Resource Members Absent: None

Guests: Daniel Miramontez (Dean, School of PRIE , Library and Technology); Lynne Ornelas (Dean, School of Business, Technical Careers and Workforce Initiatives); Lou Ascione (Dean, School of Liberal of Arts)

Meeting Called to Order at 3:02 PM

1. Standing Items

1.1. Adoption of Agenda

Motion to adopt agenda was made by R. Bennie and seconded by P. Martin. Hearing no objections, the agenda was adopted.

1.2. Adoption of Minutes from Meeting of March 16, 2015

Motion to accept the minutes was made by P. Martin and seconded by R. Bennie. After discussion, a motion was made by P. Martin and seconded by R. Bennie to change all instances of "super PR-SLOAC committee" to "super committee" in 4.1 and to clarify that the subcommittee desired to keep the currently vacant at-large member as part of its membership and have it filled. Motion carried. N. Sinkaset indicated the changes would be made and presented at the next meeting for approval.

2. Unfinished Business

3. Information Items

3.1. Update on Subcommittee Membership

No news concerning the vacant at-large faculty position has been received.

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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.

4. Discussion Items

4.1. Review/Comments Function for Program Review Template (Strategic Goal #1)

L. Murphy began discussion by reviewing the program review template for the deans in attendance. Taskstream does not allow an overall review of the program review; individual parts must be reviewed. To overcome this, it would be possible to add the review function to just the last part, otherwise deans would get notifications for each part that is submitted. It was noted that forms for benchmarks and resource requests would have to be submitted so deans could use them appropriately.

The different review methods were then presented. It was suggested that the review function on Taskstream could be bypassed, and the deans could instead read print-outs. However, bypassing the review process means that Taskstream would not tag a program review as being “done” which would be problematic when generating reports. Alternatively, the coordinator could make a list of program reviews (about 40) and send e-mail to the deans when they’re ready for review.

Two key questions were posed: (1) Should the review function on Taskstream be used at all? and (2) Is City and/or Mesa using the review function on Taskstream? L. Murphy will have a meeting with the deans in the future to discuss how to incorporate the Taskstream-based program review into the current workflow.

4.2. Course and Program SLO Cycle, Ways to Encourage Completion (Strategic Goal #1)

Discussion began by reviewing ideas from the last meeting. These included: (1) granting faculty members committee release to do SLO work; (2) ESU’s; (3) paying faculty SLO leads (although it was unclear whether it would be per program or per lead because of the varying workload). It was noted that the president’s budget is funded through rentals, and it wasn’t clear whether this money could be used for SLO work.

The potential of a SLO Liaison Committee was discussed whose members would primarily work on SLOs and granted “committee credit.” Attendance wouldn’t be mandatory, but members would come if they had questions about any part of the process. It was noted that Taskstream can log time on the system, so accountability could be maintained.

Discussion then moved to how deans could move faculty to complete SLO work. Examples included not granting overloads or resource requests to programs who have not completed SLO work.

Finally, it was suggested that SLO work be used to FLEX credit.

4.3. Disaggregating SLO Data by Student Population (Strategic Goal #1)

Discussion began by informing the subcommittee that ACCJC, in standard I.B.6, requires that programs disaggregate SLO data by student populations, identify deficiencies, and find ways to address those deficiencies. It was suggested that student outcomes be

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submitted on the same page as grades to meet this requirement. However, making this change would require a lot of work.

Taskstream has the capability to collect outcome data on a student-by-student basis, but it's an add-on feature that would need to be purchased. It was noted that Curricunet can access SLO statements, so a question was posed as to whether it can pull other data as well.

This type of analysis seems related to student equity, so it's possible that money from that initiative could be used to meet this ACCJC requirement. It was agreed that a lot will have to be done to address this issue.

4.4. ISLO Survey Results, Distribution, and Next Steps (Strategic Goal #1)

L. Murphy quickly presented the ISLO Survey results. Overall the results were very positive, but additional measures would be necessary as the ISLO Survey was a student self-report.

For Question #3, a "Skill Enhancement" choice was missing as one of the possibilities for why students are taking courses at the college.

Due to time, it was agreed that this discussion item would be brought back for the next meeting.

4.5. College Governance Structure (Strategic Goal #1)

Very briefly, L. Murphy reported outcomes and assessment work became the central role of the Planning and Institutional Effectiveness Committee (or its equivalent) at other institutions. Additionally, many other institutions have far fewer committees than Miramar.

Due to time, it was agreed that this discussion item would also be brought back for the next meeting.

5. Action Items

6. Adjourn

Meeting adjourned at 4:35 PM.

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