

**INSTRUCTIONAL PROGRAM REVIEW AND SLOAC SUBCOMMITTEE**

Co-Chairs: Paulette Hopkins and Julia McMenamain

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

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

**APPROVED 03/20/17**

**Minutes of March 6, 2017**

**Present:** Paulette Hopkins, Julia McMenamain, Fred Garces, Dan Willkie, Alex Sanchez, John Salinsky, Laura Murphy, Katinea Todd

**Guests:** Patricia Manley, Wai-Ling Rubic, Cheryl Vallejo

**Absent:** Xi Zhang

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The regular bi-monthly meeting of the Instructional Program Review and SLOAC Subcommittee was held on March 6, 2017. The meeting was called to order at 3:00 p.m. by Co-Chair Julia McMenamain, a quorum being present.

Agenda/Minutes. It was moved by John Salinsky, seconded by Alex Sanchez, and unanimously carried to approve the meeting agenda. It was moved by Sanchez, seconded by Salinsky, and unanimously carried to approve the meeting minutes of February 6, 2017.

Program Review Update Notification and Instructions. . The agenda was sent to the campus and included a notice about our open office hours from 4:00-4:30 in N206. The open office hours take place during our normal meeting time. April 24<sup>th</sup> is the due date for faculty and chairs to enter program review for 2017-18. Laura Murphy recommended sending out an official notice from the committee regarding the due dates, the resources available, instructions, and a clear and simple checklist. Murphy will attend Deans' Council and request that the deans encourage faculty to work on program review during department meetings.

Murphy demonstrated how to log into TaskStream, go into the program review workspace, update the status report from 2016-17, roll it down into the 2017-18 action plan, and provide the report on status. McMenamain will prepare and send instructions to be edited by Murphy. Murphy suggested that a plan for functional and long-term maintenance of TaskStream is needed; she will meet with Hopkins and Daniel Miramontez to discuss this topic and will report back to the committee.

ISLO Survey Update. Hopkins' staff members are putting this together. The list is due March 7<sup>th</sup>, and there are two weeks to administer it. The committee reviewed the responses and discussed the random sampling. Xi Zhang is getting the survey ready and Hopkins' staff will hand-deliver it to the instructors' classes. The packet turn-in deadline is March 24<sup>th</sup>, which could be extended if we don't get a certain threshold to get a valid survey.

SLO Disaggregation/Math 38. Murphy reminded the committee that this is not the entire disaggregation study that we have planned for the spring; we are now collecting information for the rest of the pilot. She said that McMenamain donated some disaggregated results from five sections of Math 38 from fall 2016, totaling 176 students. This was done to obtain a picture of what disaggregation would look like at a SLO level.

On the disaggregation by ethnicity, the Research Office did a success count based on achieving three of the four SLOs. Murphy took that further and did a success count based on achieving a minimum standard on all four SLOs, and she presented and discussed the results. 78 percent passed the course and 33 percent achieved all four SLOs. She said that comparing the course success rates to the SLO success rate will be important, and it will be interesting to see if the college-wide assessment will be similar. If so, we should consider professional development for either writing SLOs or assessing SLOs so that they actually lead to success in the course.

Murphy went on to discuss the 75 percent success rates (three of four SLOs), pointing out that the trends are similar: as the course success rates go up, the SLO success rates also go up, and the converse is also true. This suggests that perhaps we don't need to do both course

success rates and SLO success rates, but she thinks we need bigger numbers in order to draw that conclusion.

She went on to discuss success rates by age, and ed plan, and concluded that the numbers were too small to do a significant statistical comparison. However, because the students did so much better in course success than in SLO success, there needs to be more examination done. For example, the department needs to evaluate the SLO statements, the SLO questions, the grading of the SLOs, etc. In our accreditation document, we are awarding credit for courses, programs and degrees based on successful achievement of SLOs. Since the SLO success rate is low, the department needs to re-examine the SLOs and/or provide professional development around these SLOs questions. Discussion continued, including whether the timing of the testing of SLOs might affect the results, the process for obtaining information from the Research Office, etc. The committee recommended using the same disaggregation criteria for the college-wide IEPI pilot, but also consider adding the characteristics of veteran status, DSPS status, and ESOL status, if possible.

Child Development Program Review. Wai-Ling Rubic requested the committee's assistance to improve the Child Development Program Review. The workspace was reviewed and suggestions were made by the committee members, regarding the needs, goals, activities, action plan, and separation of the Center from the program, etc. Child Development was encouraged to be vocal about its needs. Murphy suggested that Rubic first fix the program goals and use those in the 2017-18 cycle; the Information will be the same but it will be organized in a more streamlined manner. Murphy will continue to work with Rubic on a one-on-one basis.

Suggested items for next meeting. This meeting's items which were postponed, including feedback to the Program Review Diagram and Website; sample rubric; and offering 4:00-4:30 open office hours for TaskStream.

Adjournment. The meeting was adjourned at 4:30 p.m.

*Katinea A. Todd*