

# San Diego Miramar College

## Instructional Program Review and SLOAC Subcommittee

### Minutes

Meeting Date and Time: Monday, May 4, 2015 from 3:24 PM to 4:27 PM

Location: L-108

Voting Members Present: Namphol Sinkaset (co-chair, faculty, MBEPS) and as a proxy for Julia Gordon (faculty at-large, MBEPS); Lynne Ornelas (instructional admin, BTCWI) as a proxy for Roanna Bennie (co-chair, instructional admin); Paulette Hopkins (instructional admin, MBEPS); Dan Willkie (faculty, BTCWI)

Voting Members Absent: John Salinsky (faculty, PS); Pablo Martin (faculty, LA)

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

Nonvoting/Resource Members Absent: None

#### Meeting called to order at 3:24 PM

#### 1. Standing Items

##### 1.1. Adoption of Agenda

Motion to adopt the agenda was made by N. Sinkaset and seconded by D. Willkie. Hearing no objections, the agenda was adopted.

##### 1.2. Adoption of Minutes from Meeting of April 6, 2015 and April 20, 2015

Motion to adopt the minutes from April 6, 2015, was made by N. Sinkaset and seconded by D. Willkie. Hearing no objections, the minutes were adopted

Motion to adopt the minutes from April 20, 2015, was made by N. Sinkaset and seconded by L. Ornelas. Hearing no objections, the minutes were adopted.

#### 2. Unfinished Business

#### 3. Information Items

##### 3.1. Update on Subcommittee Membership

N. Sinkaset reported that no new information regarding the vacant faculty-at-large position had been received.

#### San Diego Miramar College 2013-2019 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.

#### 4. Discussion Items

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

N. Sinkaset and other subcommittee members re-listed ideas from previous meetings that seemed to be the best. The two best ideas identified were: (1) having a “committee” for SLO work and (2) using monetary/ESU incentives for SLO work. Some subcommittee members stated that using monetary/ESU’s incentives would be difficult to implement and would require institutional support that may not exist. Additionally, it was stated that assessment of SLO’s is part of the faculty contract, but entering that data into Taskstream, which is time consuming, is not.

Discussion concluded with the possibility of sending forward a recommendation in the fall stating that a “committee” for SLO work and monetary/ESU incentives would be good positive motivating factors for people to complete SLO work.

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

L. Murphy began discussion by informing the subcommittee that she had attended a regional meeting at which she saw the work other institutions have done in this area. Unfortunately, we are quite behind when compared to these other institutions. At this time, the only way we could disaggregate SLO data in this way would be if there was a SLO entry field next to final grade entry field. The subcommittee agreed that implementation of something like this would be difficult.

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

One result that came out of the survey results with regard to distribution was that it was clear that SLO work is currently very siloed. Four different groups are doing SLO work, but the groups are not connected in any way other than through L. Murphy as the college-wide SLO outcomes and assessment coordinator. One way to “unsilo” would be using the Taskstream Workgroup, which has representatives from all areas, for a first round assessment of results and what to do next. Since the ISLO survey is at the institutional level, it should be shared with a larger group before going up to Academic Affairs.

##### 4.4. College Governance Structure (Strategic Goal #1)

L. Murphy presented some findings from her research into how other institutions organize their governance structure with assessment and outcomes work. Consistently, it was seen that all assessment and outcomes work was closely tied to the equivalent of PIE, sometimes being the sole responsibility of PIE. Generally, the committee involved in this work reported to the equivalent of CEC or PIE, and it did not sit under academic senate, although informational items were presented in that forum as necessary.

L. Murphy then presented a possible reorganization in which a PR/outcomes/assessment subcommittee was under PIE. It was noted that this type of reorganization was proposed earlier, but it was killed at CGC. As such, it may be a long time before any sort of reorganization happens. For now, the Taskstream Workgroup can be used as a venue for institutional-wide discussion.

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#### 4.5. Year Highlights and Future Meeting Day/Time

N. Sinkaset presented the document listing the goals the subcommittee set at the beginning of the semester and shared that the subcommittee was successful in meeting all of them. It was agreed that the meeting day, time, and place would remain the same for the 2015-2016 academic year.

#### 5. Action Items

#### 6. Adjourn

**Meeting adjourned at 4:27 PM.**

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