INSTRUCTIONAL PROGRAM REVIEW AND SLOAC SUBCOMMITTEE
Co-Chairs: Paulette Hopkins and Namphol Sinkaset

<u>**APPROVED 04/18/16**</u>

<u>**Minutes of April 4, 2016**</u>

<u>**Voting Members:**</u> Paulette Hopkins (Co-Chair, Instructional Admin), Fred Garces (Instructional Admin), Dan Willkie (Faculty, BTCWI), Jessica McCambly (Faculty, LA), Namphol Sinkaset (Co-Chair/Faculty, MBEPS), John Salinsky (Faculty, PS), Alex Sanchez (Faculty at-Large, MBEPS), Julia McMenamin (Faculty at-Large, MBEPS)

<u>**Non-voting/Resource:**</u> Xi Zhang (Research and Planning Analyst); Laura Murphy (College-wide Outcomes and Assessment Facilitator); Katinea Todd (Staff, Instruction)

<u>**Present:**</u> Namphol Sinkaset, Lou Ascione (for Paulette Hopkins), Fred Garces, Jessica McCambly, John Salinsky, Alex Sanchez, Julia McMenamin, Laura Murphy, Katinea Todd

<u>**Absent:**</u> Paulette Hopkins, Dan Willkie, Xi Zhang

The regular bi-monthly meeting of the Instructional Program Review and SLOAC Subcommittee was called to order at 3:09 p.m. on April 4, 2016, by Co-Chair Namphol Sinkaset, a quorum being present.

1. <u>Standing Items</u>:
    1.1. <u>Adoption of Agenda</u>. It was moved by Fred Garces, seconded by Alex Sanchez, and unanimously carried to adopt the agenda for April 4, 2016.
    1.2 <u>Adoption of Minutes</u>. It was moved by Garces, seconded by Sanchez, and unanimously carried to approve the Minutes of March 21, 2016.

2. <u>Unfinished Business</u>: N/A.

3. <u>Information Items</u>: N/A.

4. <u>Discussion Items</u>:

    4.1. <u>ISLO Survey Modification</u>. Sinkaset presented and discussed a draft ISLO Survey for Fall 2016 which he prepared over Spring Break. The subcommittee suggested modifications which he will incorporate and bring back for review at the next meeting.

    4.2. <u>Accreditation Report – Input from IPR/SLOAC</u>. Laura Murphy reported that there is at least one substandard in every standard that applies to outcomes assessment or program review. She discussed the following requirements and gaps, and will continue to discuss them as they come up.

    - In addition to the disaggregation piece which has been previously discussed, there are requirements to disaggregate SLO data by mode of delivery and for subpopulations of students, so those are two separate pieces which currently have gaps in some areas.

    - The manner of communicating the assessment results will need to be determined. We need to show the results, how the information is being used, and how it has led to improvement.

    - Standard II.A.11 requires that learning outcomes be appropriate to the program level, and lists different areas. This is a new requirement for development of program learning outcomes. Every program has to have at least one program SLO that maps to every single one of our SLOs.

    - We are expected to award course credit, degrees, and certificates based on attainment of learning outcomes.

    - We are expected to certify that the learning outcomes of transfer courses are comparable to the learning outcomes of our own courses.

    - Faculty job descriptions are supposed to include development and review of curriculum, as well as assessment of learning.

    - Evaluation of faculty, administration, and other personnel directly responsible for student learning is to include as a component of that evaluation consideration of how these employees use the results of

assessment of learning. The contract says that faculty have to be engaged in SLO activity, but the document used District-wide does not call out that particular item.   District is aware of that, and Murphy is awaiting feedback from the District on how it wants us to address it.

We need to be aware of these requirements and respond to them, at least for this accreditation cycle. Much of the required information can be included in the program review narratives, and the action plans can be extracted from program review and published on the website.

4.3. Election of IPR/SLOAC Faculty Co-chair of IPR-SLOAC. Nominations were received for the position of faculty co-chair, an election was held, and Julia McMenamin was elected incoming faculty co-chair for 2016-2018.

5. Action Items: None.

6. Adjournment: The meeting was adjourned at 4:20 p.m.

Katinea A. Todd