

LAC Minutes

Friday, 1/25/2013

CLIMB

Chat time: 1:15-1:30

Meeting: 1:30-3:30

Attendance:

Stedman Bailey	X	Anne Haberkern		Laura Massey	
Jessica Bernards	X	Wayne Hooke	X	Scott McBeth	X
Kendra Cawley	X	Gabe Hunter-Bernstein		Diane Moore	X
Sandie Curren	X	Pam Kessinger	X	Linda Paulson	X
Sally Earll	X	Heather Lang	X	JulieAnne Poncet	X
Shrilee Geiger	X	Katie Leonard-Floyd	X	Julie Romey	X
Sylvia Gray		Priscilla Loazon	X	Lisa Rosenthal	X
Allison Gross	X	Christine Manning	X	Doug Smith	X
Sherie Guess		Michele Marden	X	Stephanie Yurasits	X

Guests:

None

Agenda is in bold type; Minutes are not.

I. Business/Updates

i. **Welcome to “new new” members: Julie, Priscilla, Sandie, Sherie (≈ 2 minutes)**

ii. **VERY Quick Introductions (≈ 5 minutes)**

iii. **Approve Minutes for 11/02/2013 (≈ 10 minutes)**

- Approved minutes as amended.

iv. **Next meeting: Friday, 3/1, 1:30- 3:30 (chat time at 1:15) at CLIMB (≈ 1 minute)**

- We will be at CLIMB for all remaining meetings this school year (barring any unexpected situation).

v. **LAC representative for CIC: Shirlee Geiger (≈ 5 minutes)**

- Not a whole lot to report because the leaders of this committee are being very thoughtful and thorough about building an understanding of the issues with all of the CIC members. It is large committee. The development is being done carefully (and beautifully). Laura Massey shared statistics on completion rates at PCC.
- CIC is looking at data (shared by Laura Massey). Some of the PCC data requires one to be courageous because we are not serving certain student populations well (eg, African American males). Assessment can be a disruptive force because when we start looking at the numbers our sense that we are addressing student needs may be seriously in question.
- Stay tuned for more!

vi. Update from Funding Subcommittee (Leader: Michele Marden) (≈ 5 minutes)

a. LAC grant applications

- Seven applicants, all approved.
- Grantees:
 1. Adult Basic Education
 2. Comp/Lit
 3. Dental Hygiene
 4. Developmental Education
 5. Geology and General Science
 6. Michael Meagher, Alissa Leavitt, and Erin Stanforth with SPARC
 7. Robert Flynn for Tuning conference in History
- The funding for SPARC members (#6) is an event at Sylvania to help people look at the Community and Environmental Responsibility Core Outcome. They will bring in a member of the community to discuss the importance of this core outcome. Lunch will be served. Registration is required (contact Michael Meagher). Date/time is Friday, Feb. 22, 12-2:30. Michael hopes that some LAC coaches will attend to guide participants if they have questions about assessment. LAC members are encouraged to attend.
- Pam K will keep a compiled list of conferences on the LIB page for assessment resources, using the shared google doc to start.

b. LAC funds for LAC members to attend assessment-related conference

- There is still a bit more money for LAC voting members to attend assessment conferences. There is a google docs file available with some relevant options.
- Max per trip is \$500 from LAC funds. Check into other funding sources to supplement (TLC, Staff Development, your Division/Department)
- We will start asking people to think of ways to share info on return. Suggestions: TLC presentation as individual or with another conference participant (at same or different conference), google shared document with PCC faculty, create a blog for Shrilee's assessment blog, share key points at LAC meeting, create action plan and share it with relevant group, etc.)
- DEADLINE for reporting interest via email to Michele is Friday, Feb 8th. Send name of conference and dates.

II. LAC Discussion

i. Membership Subcommittee (Leader: Linda Paulson) (≈ 20 minutes)

a. Normative Agreement (with vote)

- See Linda's powerpoint "Normative Agreement" for details.
- Normative Agreements are a set of rules or guidelines that a team establishes to shape the interaction team members will have with each other. Two purposes:
 1. To keep meetings productive
 2. Ensure continuity of council productivity through change in membership.

- For the Positive Behaviors change “Pay” to “Give”. Jessica gives motion to pass, Priscilla seconds. Positive Behaviors unanimously passed!
- How will we remind members when they are not following the positive behaviors?
 - The committee proposes the use of cards when a member observes a guideline not being respected. Concerns:
 1. If a card is held up, will it be clear to which behavior agreement is being broken? Will it be clear who the intended recipient is?
 2. Should there be one person in charge of monitoring behavior and this role passes through various members?
 - Discussion: The committee members wish to honor individuals who would not feel comfortable with the role of monitoring and calling others out on behaviors. The hope was that this would be a collective responsibility. We can see how it goes and revise, if needed, next school year.
 - Change: A committee member raises the card, then the meeting convener will acknowledge that person, who has an opportunity to say which agreement is his/her focus.
 - Every LAC member will have a card that has the agreed upon positive behaviors on one side and a picture on the other that will be shown when a behavior needs to be addressed. Card options: Orange, Running Puppy, Smiley.
 - Vote on picture: Orange = 9, Running puppy = 9, Smiley = 3;
Vote on top two: Orange WINS.
 - Cards with Positive Behaviors and Orange will be supplied at each meeting and re-gathered for future meetings.
 - Each meeting will have a timekeeper
 - Lisa R motions we accept this plan for how to manage meetings, Priscilla seconds; Unanimously accepted!
- Review of by-laws statement of decision-making: Ideal decision-making is consensus. In absence of consensus, simple majority of a quorum, with Chair breaking ties.
- Agreement on celebrating success.
 - Options: Single clap; Silent cheer; LAC whoop whoop; JulieAnne suggests we add a glass of wine.
 - Vote on celebration: LAC Whoop Whoop wins
 - Lisa moves we adopt the voted on way of celebrating success, Allison seconds; Adopted unanimously!!

b. LAC membership for 2013-2014

- Sheet was passed around to find out who will stay and who will leave the council next year.

ii. Activity to look at the troublesome accreditation standard: 4.A.3 (remainder of time)

- See Michele’s powerpoint “Activity for NWCCU_4_A_3” for details (includes participant response count).

- NWCCU Standard 4.A.3: The institution documents, through an effective, regular, and comprehensive system of assessment of student achievement, that students who complete its educational courses, programs, and degrees, wherever offered and however delivered, achieve the identified course, program and degree learning outcomes. Faculty with teaching responsibilities are responsible for evaluating student achievement of clearly identified learning outcomes.
- Right now the Curriculum Committee is considering having the assessment strategies block be part of what they look over, with input from LAC, as they approve new classes.
- Ron Baker (formerly of NWCCU) will be coming as a consultant to help members of the EAC/LAC Phase II Workgroup grapple with this. This group has a subset of LAC members. We share with the LAC more about this visit and the discussions in the Phase II Workgroup on this issue at future meetings.
- Jessica attended a conference where she heard that in North Carolina the math departments have the exact same curriculum and common finals so students can transfer more easily between the institutions of higher education in the state.
- People often say that meeting expectations of course outcomes takes away from academic freedom, but the CCOGs are a contract with the student. Meeting those has never been a matter of freedom.