

LAC Minutes (Approved)

Friday, 11/22/2013, CLIMB

Chat time: 12:45-1:30

Meeting: 1:30-3:30

Attendance:

Kendra Cawley	x	Gabe Hunter-Bernstein	x	Linda Reisser	x
Sandie Curren	x	Katie Leonard-Floyd	x	Julie Romey	x
Sally Earll	x	Priscilla Loanzon	x	Lisa Rosenthal	x
<i>Shirlee Geiger *</i>		Christine Manning		Torie Scott	
<i>Sylvia Gray *</i>		Michele Marden (Chair)	x	Doug Smith	x
Allison Gross	x	Laura Massey		Susan Wilson (Recorder)	x
Sherie Guess		Scott McBeth		Stephanie Yurasits	
Anne Haberkern		Linda Paulson	x		
Wayne Hooke (Vice-Chair)	x	JulieAnne Poncet			

*LAC Chairs Emeritus

Guests: Chris Brooks

CHAT

A big thank you to Priscilla Loanzon for her presentation on transformational performance. She shared her twist on a theory initially applied to physics in the 1920s, using a self-designed matrix to illustrate its use in assessment from development to ongoing application and, ultimately, to a point where the process becomes an exemplary model.

BUSINESS/UPDATES

Intros

Each member introduced him/herself and shared their plans and wishes for the holidays. Chris Brooks, History, was attending as a guest with hopes of becoming a regular member.

Timekeeper

Wayne served as voluntary timekeeper.

Changes/Approval of Minutes

The minutes from the October 25, 2013 meeting, with a couple of minor edits, were approved.

Behavior Agreement

The chair reviewed the group's Behavior Agreement.

Winter and Spring 2014 Meeting Changes

The LAC meetings scheduled for January 17, April 11, and May 9 will stay as they are, but the one scheduled for February 7 has moved to February 21, and the one planned for February 28 will occur March 14 to accommodate the AACU workshop (more on that later in the agenda). The last meeting of the year, currently May 30, may need to be rescheduled.

Completion Investment Council (CIC)

The chair shared the talking points from the November CIC meeting as provided by Shirlee Geiger:

- Take-aways from Dr. Uri Treisman's lecture at PCC, which included predictors of student success (if, in the first week of school, a student can answer "Do I belong here? Can I do it? What is the purpose?" there is a greater likelihood of successful completion), the notion that individuals and institutions matter, that trust and staff development are crucial aspects of effecting change, and that focusing on one fundamental issue to 'attack' is better than dividing attention between multiple initiatives.
- Information about Hard Start (as presented by SEC president Jessica Howard), a process that examines placement testing, quality of experience, math pathways, 'multiple measures' approach, and better alignment of curricula between high schools and community colleges, to name a few.
- Four key themes of the Oregon Educational Investment Board (OEIB), based on a report of Nancy Golden's speech at the OCCA conference. The OEIB is targeting:
 1. Developing a seamless navigation from pre-K to career
 2. Becoming a 'barrier buster'
 3. Recommending investments to the governor or legislature

4. Budgeting to outcomes (using achievement compacts as data collection points to inform OEIB on areas of greatest need)
- Four new subgroups to draft recommendations to the PCC president and his cabinet (comprised of campus presidents; vice presidents of Academic Student Affairs, Finance, and Administrative Services; director of Equity and Inclusion; and the associate vice-presidents for Institutional Advancement and for Technical Support Services) with the goal of establishing a culture of making evidence- and data-informed decisions focused on the student experience. The CIC subgroups and their leaders are:
 1. Pathways and Transitions (Heather Lang) – creating clear pathways and transitions for all learners at every stage of their journey at PCC.
 2. Math and Pre-College Level Course Achievement and Progression (Kurt Simonds)
 3. Professional Development (Sylvia Gray) – expanding faculty and staff professional development that prioritizes learning and student success
 4. Communication and Collaboration (Chris Chairsell) – improving internal communication and teamwork throughout the organization

Questions for Shirlee

The CIC update generated three questions for Shirlee:

1. How does Hard Start relate to PACTEC (formerly PAVTEC), especially where dual credit and programs of study are concerned?
2. In terms of the OEIB, is there a contradiction between “budgeting to outcomes” and targeting funds to challenging areas?
3. How is the OEIB funding question related to performance? Kendra Cawley tackled this question, sharing that Oregon’s system truly is based on performance benchmarks, milestones, outputs, etc. (e.g., ‘how many degrees and certificates have you awarded?’)

ANNOUNCEMENTS AND REMINDERS

Next Chat Session

Priscilla is willing to host the next pre-meeting chat on January 17 with a follow up to today’s presentation on transformational performance evaluation.

Assessment Templates

The Annual Plan for Assessment and Multi-Year Plan for Assessment are available as MS Word templates at the LAC web page or through SAC coaches. Both plans are due January 17. Help guides also are available.

LAC DISCUSSION

Membership

Chris stepped out of the room while the Council discussed issues surrounding membership decline and recruitment. Due to a shrinking roster, it was decided to recruit and bring in new members this winter rather than wait until later in the year as is customary. The Council strives to:

- Strike a balance between DE/LDC and CTE representation
- Bring in people who have a strong interest in assessment
- Not duplicate current department representation

Potential sources for new members include:

- Since we currently have met the adjunct faculty membership requirement, we are focusing on finding full-time faculty
- Faculty who have taken one of the faculty assessment courses
- Current and past LAC coaches
- Past peer reviewers
- Individuals from SACs that have won assessment awards
- Individuals recommended by others
- Volunteers who meet the criteria above

The group reviewed a list of potential members, eliminating those who do not meet the criteria noted above or those whose other commitments would preclude them from actively participating in the LAC. The group voted to accept Chris as a new member and he rejoined the meeting at this juncture.

LAC Subcommittees

Three subcommittees are on hold this year:

- Faculty Development
- Collaboration (work for SPARC continues)
- Conduit

Two task force subcommittees are on hold:

- Software analysis (on hold until next year)
- Instructor evaluation (on hold until there is a need to resurrect)

Two standing subcommittees will continue:

- Membership
- Funding

Three new task force subcommittees will form to address goals (described below)

- Phase II for Best Thinking doc
- Internal Review Process
- Outreach for feedback on new templates (and rubric development)

At the end of the year, the committee will determine if new subcommittees are needed or if any should be combined. If a new standing subcommittee is created, it will be added to the bylaws.

The Process

Goals → Subgoals Assigned to Subcommittees → Action Items → Tasks → Deadlines

Each LAC member will select one subcommittee to join. If any subcommittee finishes its work early, the members will disperse to other subcommittees.

When splinter groups form, such as Phase II, faculty should be informed in order to maintain transparency about the workings of the LAC and its subgroups. Wayne said he would be happy to talk with persons who have questions about these tangent groups.

Subcommittees will:

- Report completion of work (tasks/action items) at every LAC meeting
- Share work with Council, as needed, for feedback
- Check-in with LAC chair periodically via subcommittee leaders

Goals for 2013-2014

Five overarching goals were unveiled for the year. Enumerated below are those primary goals, followed by a brief summary of each, the name of the LAC subcommittee assigned to the goal, and related subgoals (if any). Each leader took a few moments to say a few words about their subcommittee.

1. Provide support and advice on the Best Thinking Doc as it relates to attainment of course-level outcomes for NWCCU Standard 4.A.3. [This is a collaborative effort with Curriculum and Degrees & Certificates coordinated by EAC/LAC Phase II Workgroup.]

Task Force Subcommittee Leader: Sally

Subgoals:

- Level Indicators (connect with Phase II Workgroup)
 - Evaluate/Revise Wording (connect with Curriculum)
2. Develop an internal accountability process to support quality improvement and to promote PCC's assessment process. (Phrasing needs work; subgroup will tackle this.)

Task Force Subcommittee Leader: Wayne

Subgoals:

- Wordsmith Goal 2.
 - Council for Higher Education Accreditation (CHEA) [Institutional Self-Assessment Tool]
 - Capture Student Learning (data analysis involved in Part II)
3. Outreach and faculty support to strengthen our assessment processes and/or faculty knowledge.

Task Force Subcommittee Leader: Katie

Subgoals:

- Capture constructive feedback for new templates and help docs to inform revisions
 - Develop rubric for peer review
4. Evaluate/revise LAC membership process.

Membership Subcommittee Leader: Linda

Subgoals:

- All things membership (e.g., timing of recruitment, part-time and class assignments, onboarding, membership rotation, etc.)
5. Evaluate/revise LAC bylaws (not an official task force)

Most of the remaining meeting time was used as a work session for the four subcommittees to form and get organized.

AACU Conference

The American Association of Colleges and Universities is hosting a workshop in Portland February 27 through March 1 entitled, "General Education and Assessment: Disruptions, Innovations, and Opportunities." Collaborating for Quality, Aligning Assessment, Intentional Learning, and Strategies for Engaging Change are the session titles. More information is available at <http://www.aacu.org/meetings/generaleducation/gened2014/index.cfm>.

The members' team rate is \$370/person. When asked if it was more worthwhile to send a team to one local conference or dispatch individuals to events around the country, a few members spoke in favor of sending multiple LAC members to the local venue for the benefit of collaboration and shared experience. Allison, Katie, Julie, and Chris expressed interest in attending.

Adjournment

The meeting adjourned at 3:30.

Action Items

- Relay questions from CIC update to Shirlee Geiger.
- Confirm Priscilla for January chat.