

LAC Minutes – Final

Friday, 11/04/2016, CLIMB 306, 1:00 to 3:00

Attendance:

Voting Members		Voting Members, cont.		Non-Voting Members	
Chris Brooks, Chair	X	Davina Ramirez	X	Kendra Cawley	
Elizabeth Cole	X	Laura Sanders	X	Sally Earll	
Marc Goodman		Julianne Sandlin		Anne Haberkern	
Allison Gross	X	Torie Scott	X	Susan Wilson, Recorder	X
Dana Harker		Thomas Songer			
Wayne Hooke, Vice-Chair	X	Nora Stevens		Today's Guests	
Jessica Johnson		Ann Su		(None)	
Hannah Love (on leave Fall 2016)		Catherine Thomas			
Charles Pace		Ralf Youtz	X		
Linda Paulson	X				

Note: Minutes are sent to all of the individuals listed above, plus the VP of Academic Affairs, the Director of Institutional Effectiveness, and all past LAC chairs.

ACTION ITEMS

- Seek approval of the October 2016 minutes via email or at the next meeting (Chris) •
Tell Chris which 2016-17 Task Group you wish to join (all members not present today)

BUSINESS UPDATES

Light Attendance

Chris heard from several members in advance of today's meeting that they wouldn't be able to attend due to daycare issues, competing meetings, or illness.

New Members

Ann Su and Catherine Thomas, who attended last month's meetings as guests, were approved for membership via a vote by email. Unfortunately, neither could be here today. Chris announced that the LAC budget has sufficient funds to compensate the newest members, both of whom are adjunct, for attending LAC meetings this year. All of the LAC's part-time faculty receive a stipend at the end of fall, winter, and spring terms if they attend at least two out of three meetings per quarter.

Minutes from October

Due to a lack of quorum, Chris refrained from taking a vote to approve the minutes from the October meeting. He will add them to the agenda for the next meeting or conduct a vote via email.

LAC By-Laws

Chris, Linda, and Susan met yesterday, November 3, to discuss the existing by-laws and the sections where the language needs to be changed. No one accepted Chris's invitation to join this subcommittee, so the trio will proceed with a comprehensive review and update. They will present a draft of proposed by-law revisions to the larger group later this year.

LAC DISCUSSION - 2016-2017 Task Groups

Three task groups are needed this year: Reporting Template for Non-Traditional Projects, Marketing/Outreach, and Summative Assessment. The remainder of the meeting was devoted to brainstorming ideas for each group, and identifying the members and leads for each.

Reporting Template for Non-Traditional Assessment Projects

Members: Allison Gross (lead), Ralf Youtz, Susan Wilson

Task: Create a new, streamlined form for SACs to complete when they are conducting non-outcomes-based assessment projects. It may be time to revamp the templates used for traditional reports as well. While it is within the LAC's purview to design or improve the reporting forms, Chris noted that the Council will need Kendra's permission to implement a process for vetting and approving the special projects themselves. Designing the template(s) is a priority for this year; determining a mechanism for approving non-standard projects is less urgent.

Strategies:

- Make the template visually appealing, easy to follow
- Determine what is essential information and design the form to capture just that
- Add an Executive Summary section at the beginning
- Ask the SACs "What do you want to learn about your students this year?" and give examples
- Add a section that asks "How can the LAC assist your SAC this year?" and list some resources and boxes that SACs can check if they're interested. Examples:
 - Identifying a population?
 - Developing a rubric?
 - Norming to a rubric?
 - Coaching in general?

Outreach

Members: Thomas Songer (lead), Davina Ramirez, Torie Scott, Ann Su

Task: Seek solutions for making the LAC a more visible and positive entity and for improving communication between the LAC and SACs. Note: This subcommittee was going to be called "Marketing," but Outreach seemed a more appropriate moniker given the group's objectives.

Strategies:

- Promote the fact that the LAC is, above all, a faculty resource and is committed to helping the SACs with the organic process of conducting quality assessment (include examples)
- Find an effective means of communicating with the faculty who are actually doing the assessments, rather than relying on SAC chairs to forward announcements and introductions from the LAC chair, vice-chair, and/or coaches
- Visit SAC and department meetings to provide critical face-to-face connections (grassroots appeal)
- Explain the accreditation mandate behind assessment, but simultaneously promote the concept of 'shared vision' to inspire faculty to get behind assessment and see the benefits to be gained

Summative Assessment Model

Members: Chris Brooks (lead), Linda Paulson, Laura Sanders

Task: Design an internal system for regularly and consistently assessing General Education courses to ensure that students completing these courses are meeting PCC's core outcomes.

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The ideal system would:

- Be modeled after the "Internal-MSA" projects undertaken by PCC 2014 to present, where student artifacts are collected centrally and scored by trained (internal) evaluators
- Require courses on the General Education list to align with at least one core outcome, and require all faculty teaching said courses to 'teach to' a particular rubric and to submit student artifacts, on demand, to an internal pool for evaluation
- Employ a set of standardized rubrics across the disciplines
- Eliminate the need for participating SACs to do the norming and summative reporting tasks
- Suffice as institutional assessment (to satisfy accreditation requirements), but also provide benefits at the program or SAC level
- Avoid onerous requirements of the SACs
- Be transparent to students
- Emphasize the value (the carrot) in assessment and not assessment as merely the means to accreditation (the stick)
- Allow for large-scale faculty development and training
- Feature scalable logistics
- Be explicitly tied to tangible assignment design and pedagogical improvements, not just "jumping through hoops"

The LAC is sensitive to the culture-changing nature of this endeavor, and anticipates some concerns and backlash stemming from:

- Faculty resistance to the idea of "teaching to" a specific outcome/rubric and the perceived threat to faculty autonomy
- The perception that a wholesale system of this kind might appear to be less faculty-driven than the old way of doing assessment
- Inevitable comparisons of Summative Assessment to the K-12 Common Core and the notion of standardized tests
- The complexity of deciding which SAC covers which outcomes
- The fact that a system tied to General Education courses might apply only to the LDC side of the house, so where does CTE fit in?

The meeting adjourned at 3 p.m.

