

## ***Assessment of Student Learning Committee***

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**Jan. 22, 2019 - 2:00 pm**

**VPAA Meeting Room**

### **Minutes**

**I. Call To Order – 2:05pm**

**Members: Angela Church (Faculty Senate), Linda Goeller, Sheila Morris (Student Services), Jessica Isaacs (LAH), Tammy Kasterke (BE), Thomas Mills (VPAA), Melanie Rinehart (Fiscal Affairs), Sam Rivera (SS), Jarrod Tollett (STEM), Valarie Watts (HS)**

**Guest: John Bolander as Assistant Division Chair in charge of ART and SPEECH Assessment from LAH**

**II. Vote to Approve, or not, the Minutes from Nov. 13<sup>th</sup> meeting and December special meeting - **Approved****

**III. Announcements**

**A. Assessment Presentations to Faculty Senate**

- **January – Student Feedback on Instruction**
- **February – John Bolander Entering Student Engagement Survey and Faculty Survey on Student Engagement**
- **March - Sam Rivera ETS Proficiency Profile**

**B. Assessment Action Agenda**

- Establish minimum thresholds and goals for achievement of GEO's
- Establish mechanism for focused long-term improvements when thresholds not met.
- Define co-curricular courses and create method to assess courses meeting this definition. (Ideas suggested include PLC, Global Studies, Practicums, Performance Techniques, Lifeguarding, Business Leadership)
- Update Student Feedback on Online Instruction to reflect Quality Matters standards such as the promotion of an environment of respect and concern for student success in conjunction with the Distance Education Committee.
- Fully vet and cross check the assessment procedures and processes with the Higher Learning Commission criteria in preparation for accreditation. - **COMPLETE**

**C. Assessment Committee Member Role –**

- **Role of Assessment Committee Members:**  
To disseminate information, encourage others to meet assessment goals, educate divisions on assessment issues, and bring division

concerns to ASLC. The Assessment of Student Learning Committee represents assessment on the SSC campus.

IV. Old Business:

A. Syllabus Template of SSC Common Information

Template possibly in place soon.

B. Creation of Notebook for each Division Office to empower members to own and embrace the assessment process including the use of the results.

C. General Education Outcomes Matrix. – **Finding out about OM Courses and necessity of having them on the Matrix**

D. Discuss Action Agenda Item:

Define co-curricular courses and create method to assess courses meeting this definition. (Ideas suggested include PLC, Global Studies, Practicums, Performance Techniques, Lifeguarding, Business Leadership) - definition suggested by Dr. Mills to be considered:

SSC defines Co-curricular as activities and learning experiences that complement, in some way, what students are learning in a course. The experiences are connected to or mirror the academic curriculum but don't constitute the course itself.

Co-curricular assessment would then be the assessment of programs and courses providing activities and learning experiences defined as above. SSC global studies and presidential leadership class would fit this definition if the committee chose to designate them as such.\*

We could use pre-post assessments tools for activities and degree program evaluations for program level assessments.

Decision tabled until January.

\*Definition modified from <https://www.edglossary.org/co-curricular/>

**- Committee discussed definition and voted on the following definition:**

**“A co-curricular course at Seminole State College is a course that includes structured activities or learning experiences that take place outside of the classroom and complement what students are learning in the course. The experiences are connected to or mirror the academic curriculum.” –**

**Approved**

**Pre-post assessments tools listed in the Assessment of Student Learning Procedure are approved for the assessment of co-curricular activities. -**

**Approved**

**Courses at SSC that meet this definition are Presidential Leadership and Global Studies courses.**

E. Discuss Action Agenda Item:

Establish minimum thresholds and goals for achievement of GEO's

F. Establish mechanism for focused long-term improvements with thresholds not met.

G. Consider 2 New Surveys – Motion made to accept Faculty and Staff Surveys and to present for Faculty, Professional Staff, and Classified Staff Approval at the next Faculty Senate and Professional Staff and Classified Staff meetings – **APPROVED by Email Discussion**

**Suggestions received to be considered after first survey – Questions about transportation, sports facilities, maintenance and housekeeping, food service, bookstore, housing.**

**Quiz each part of the benefit package.**

V. New Business

A. ETS Proficiency Profile Results, Student Feedback on Instruction Results, Entering Student Engagement Results, Faculty Feedback on Student Engagement Results - **APPROVED**

B. Feedback from In-Service – **Discussed with plans to continue presenting In-Service each year**

VI. Adjournment - **meeting extended to Tuesday, January 29<sup>th</sup> with face to face meeting at 2:00pm in VPAA Conference room.**

**Adjourned 3:20PM, Tuesday, January 29, 2019.**