

Assessment of Student Learning Committee

Oct. 8, 2019 - 2:02 pm

VPAA Meeting Room

Minutes

I. Call To Order

Members: Chunfu Cheng (Faculty Senate), Linda Goeller, Larry Guerrero(VPAA), Jessica Isaacs (HLC), Tammy Kasterke (BE), Melanie Rinehart (Fiscal Affairs), Sam Rivera (SS), Jarrod Tollett (STEM), Valarie Watts (HS), John Bolander (LAH)

II. Vote to Approve, or not, the Minutes from September Online Meeting - **APPROVED**

III. Announcements

A. The ETS Proficiency Profile changed to November 6th

B. Faculty Senate Presentations

- 11/04/19 –

Melanie and Sheila, Presentation on the Syllabus Template on Brightspace

Sam and John, Formative Assessment

- 11/25/19 – **Jessica and Linda, Accreditation and end of semester Assessment**

C. Action Agenda for 2019-20

- Continue process of educating the SSC campus about assessment.
- Create fall and spring Assessment Newsletters
- Develop an assessment orientation for new employees.
- Develop a campus wide assessment process for institutional assessment.
- Update assessment procedure as required by the Oklahoma State Regents of Higher Education policy on student assessment and remediation.

D. 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
- B. We need to have Institutional Assessment. We need to know if this will be our responsibility or if it will be up to someone else. How will the Strategic Plan be assessed? - Report from Melanie Rinehart on October 8th
- C. Re-visit co-curricular - Jeff Cheng will address this at the next meeting to be held October 8 – **Committee chose to adopt HLC definition and to create a list of the co-curricular activities. - APPROVED**

Co-curricular definition: Learning activities, programs and experiences that reinforce the institution’s mission and values and complement the formal curriculum. Examples: Study abroad, student-faculty research experiences, serving learning, professional clubs or organizations, athletics, honor societies, career services, etc.

V. New Business

- A. Reports for approval.
 - Degree Program Reviews - **APPROVED**
 - General Education Evaluation - **APPROVED**
 - Annual Report of Student Assessment Activity – **APPROVED**
- B. Continue process of educating the SSC campus about assessment. – **Emphasize Course Embedded Assessment Process in HLC November Awareness, Nov. 19th. Perhaps create a video. Emphasis on Assessment during Inservice.**
- C. Create fall Assessment Newsletters – **Include list of all the reports and where to find them. Emphasize HLC as an ongoing Process.**
- D. ALCA – software for assessment
 - Gary Sackett
 - Oklahoma Business
 - Personalized to meet our needs
 - Cost effective

VI. Adjournment **2:40pm**

