



Outcomes Assessment Work Group November-Meeting Minutes

Friday, November 18, 2016

1:00pm – 2:30 pm

Founders Hall 111

View the agenda and attachments at:

<http://outcomesassessment.sites.mjc.edu/index.php>

Members Present: Taure Shimp, Gerry Wray, Barbara Salerno, Milan Motoroni, Gagandeep Dhaliwal, Yolande Petersen, Jennifer Hamilton, Nita Gopal, & assistance from Amanda Cannon

Guest: Kevin Alevazos

Nita's update to OAW

- Average of fall 2015 & spring 2016 assessments = 57% as of November 17, 2016
- Canvas shell: There's a Canvas shell titled Outcomes Assessment Walkthrough that'll help instructors access necessary information regarding assessment and eLumen.
- Booklet sample: Nita showed a rough draft of a booklet she was working on to provide for faculty. She said she's looking for funds to make this happen.
- Data upload is happening to test site: Nita said that IT was working on a data upload at the moment as the last census date was yesterday. She said that by early next week, it was quite likely that the eLumen rosters will be updated and will match our student rosters in PiratesNet. After this happens, it'll be easy for faculty members who're assessing this semester to log into eLumen and enter student-learning information.
- Very Important to not fall behind with Fall 2016 Data: Nita mentioned that nine assessment-entry labs had been set up for which she would send a college-wide email soon. The purpose of these labs was to help faculty not fall behind with fall-2016 student-learning information.
- Housekeeping within eLumen: Nita mentioned that she was working on some housekeeping within eLumen with the hope that we can get divisions to map soon in spring 2017.



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- Canvas & eLumen Integration: Nita said that she and Mike were working on the integration of Canvas and eLumen on the test site, and the idea was to get the production sites ready for spring-2017 end-of-the-semester assessments.
- Paperwork for the stipends: Nita mentioned that she was working on the paperwork for the stipends for part-time faculty who had taken the eLumen training this semester.
- OA site: Nita showed a new document (“The Basics”) up on the OAW site in the link “Learn.” She also mentioned the new link called “Reference.”
- Beth’s Appeal to Senate: Nita mentioned Beth’s impassioned appeal to Academic Senate about helping faculty with assessments by setting a process for assessments so that teachers can follow guidelines to complete the assessment process with a sense of clarity and purpose.

Guest Speaker: Kevin Alavezos attended this meeting and spoke about what he and his colleagues were trying to do to help outcomes assessment. Kevin is also a senator, and he pointed out the Senate resolutions that had been discussed by the Academic Senate regarding Outcomes Assessment but postponed “indefinitely” for decision making.

Both Nita and Kevin mentioned that even as we talk about outcomes assessment in relationship with Accreditation, we never work with the assumption that our colleagues are not completing assessments just to be standoffish. We always work with the premise that all instructors are extremely busy and need a lot of understanding, patience, and help.

In thanking Kevin, Nita added that though we have a workgroup called OAW, in reality the whole school was part of it as this work had to be accomplished by all at the school.



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Discussion:

- Updating the divisions with assessment information at division meetings: Division reps shared their division's approach to OA information in division meetings. Some reps mentioned that they would request their deans to place OA on the agenda so that the reps could update their divisions with the latest information.
- Initiating departmental trainings sessions: Some reps shared how they had trained their departments in eLumen. Nita reminded everyone that if they did set up a departmental training and needed her to be there, she would be happy to help. Nita also mentioned that she had been to Allied Health and Agriculture to train faculty in eLumen. She had also conducted a training for counselors led by Martha Robles.
- Initiating college-wide discussions regarding outcomes assessment: Nita asked the group to brainstorm some fun ideas for bringing the school together for OA discussions. Gagandeep, Taure, Yolande, and Barbara said that Institute Day might be the best time to do this. Steve mentioned the mapping we had done on hard copies a few years ago, and Nita said yes, it would be great to revive that sense of togetherness though we don't do anything on hard copies anymore. Nita asked the group to think of some idea for fun activities, which the group could engage the school in on Institute Day. Taure asked what outcome would we want from such an activity. Nita said that the idea was to help people feel at ease with outcomes assessment by showing what it truly is—that is—it's more about student learning and less about teaching.
- Barbara mentioned some very important points about the way eLumen displays data, which could have been friendlier, and she also mentioned the drawbacks in their "reports." She felt that if eLumen's display was a bit more engaging, faculty would be able to warm up to it a little more easily.

Input: Reps' experiences this semester—where are the gaps? What can I/we do? Nita opened a Google doc and asked reps if they would be willing to put some thoughts into the slides so that she could create more actions based on what the reps and their divisions needed.



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Here are the slides:

Assessment - Communication and evaluation

I appreciate having information to bring back to the department -- specific goals (like what aspects of SLO assessment are needed for accreditation, such as reflections and including discussion in the minutes). As a teacher performing the assessments, the process of assessing caused me to be more focused on what is a good/accurate assessment. This in turn caused me to think about how to more effectively evaluate the work of the students, which will be beneficial to them, especially in formative assessments.

Action Items - BBSS (Submitted by B. Salerno)

- Meet with Kevin A. and Steve M. to review completion grids
 - Contact those who are behind
 - See if they need assistance; invite to training (NG or Dept/Div)
- Conduct eLumen training for P/T (Stipend) and F/T faculty, with main focus on those assessing F15, S16 and F16:
 - Accounting Faculty - Done
 - BUSAD / SUPR / RLES /CMPSC/ CMPGR Faculty
 - Behavioral and Social Sciences Faculty - by Dept?
 - Separate training for Dept Coordinators to learn about reports
- Ask Dean to add OAW to Division Meeting Agenda
 - Invite Nancy S and Kevin A to speak about Accreditation
 - Discuss CLO support (Canvas; OAW Website; booklet; NG Training)
 - Invite to trainings conducted by OAW Representative



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The Movement

- My division understands that assessment is important when they keep seeing emails and multiple training sessions. When I bring more information from these meetings, the faculty start to understand “we need to get this done!”
- Faculty should receive individual email reminders of what courses are due for assessment several times in one semester. Similar to the emails we receive before each drop date. Exposure and repetition to the due dates are essential.
- Advertisement of flex hours during data entry?