CHAFFEY ⬆ COLLEGE
OAC COMMITTEE MEETING
SUMMARY NOTES
NOVEMBER 9, 2009 ~ SSA-227

PRESENT:

☐ Jo Alvarez	☐ Graciela Arriaga	☒ Marie Boyd	☐ Angela Burk-Herrick
☒ Sid Burks	☐ Bev Cox	☐ Shelley Eckvahl	☒ Jim Fillpot
☐ Sherrie Guerrero	☒ Monica Han	☒ Laura Hope	☒ Sonia Juarez
☐ Gail Keith-Gibson	☒ Daniel Kern	☐ Erik Kostiuk	☒ Christine Lively
☐ Cynthia Parker	☐ Inge Pelzer	☒ Laurie Pratt	☐ Giovanni Sosa
☐ Victoria Tirado	☒ Tom Vitzelio	☒ Lori Waite	☒ Keith Wurtz

RECORDER: Monica Han

CALL TO ORDER: The meeting was called to order by Co-Chair, Marie Boyd, at 12:36 p.m.

REPORTS:

OAC COORDINATORS—Marie Boyd and Tom Vitzelio are continuing to assess where Chaffey stands in the accreditation process and are finalizing the self study. They are also working with different programs' course SLOs. Both reside on the Curriculum Committee and are preparing faculty to transition into using CurricUNET as a repository for course SLOs.

INSTITUTIONAL RESEARCH—Jim Fillpot and Keith Wurtz reported that a lot of the things that are already in place are continuing to progress. Programs engaged in course level SLOs for Fall 09 include some Language courses, Guidance 3, Chemistry 10, Communication Studies, and several SBS courses. They are indentifying program level outcomes and multiple assessments that are occurring at the course level and those outcomes. Increasingly, the perception that program and course assessments and SLOs were mutually exclusive is not necessarily true and people are starting to realize that one can support the other. Giovanni Sosa is working with Student Services SLOs. Laurie Pratt from Communication Studies added that her department met with Keith. They have an extensive amount of data at the program level and are beginning to extract that for specifics in the course level. They also talked about how long the department should use that data and if we continue on the six year cycle, then new data needs to be collected on that same cycle.

Curriculum—Marie suggested integrating institutional core competencies using the college book. She would like faculty to tie Global Awareness and Critical Thinking into the book. If faculty want to see growth, Keith suggested using pre/post assessments. Methodologically, pre/post tests are more sound but need SIDs. There is some concern using SIDs. Laurie said if faculty present the test in a casual manner then using SIDs are not a big deal. Jim suggested formulating language or a consistent statement

similar to the MOA used with faculty and the use of learning outcomes and evaluations.

OLD BUSINESS:

APPROVAL OF OAC COMMITTEE BYLAWS—Members present approved the updated OAC bylaws. It will be included in the Faculty Handbook.

ANNUAL PROGRAM OUTCOMES ASSESSMENT MONITORING REPORT—Two tools have been drafted to monitor program and course level SLOs but Marie and Tom will hold off on implementing them as modification are being made to PSR. The committee has a vested interest in holding on to the SLO model. Marie reported that there is a recurring question in the Curriculum Committee relating to classes not offered in two to six years and why this is the case. The point is that PSR should integrate a monitoring tool to address these questions. Sid Burks replied that Chaffey is unique in how we approach PSR. Most colleges do it on a cycle and space it out over different departments which makes more sense than the annual review practiced by Chaffey. If curriculum is out of date, it should be addressed in PSR. PSR Chair, Rachel Hanna, has a standing invitation to all committee meetings. Marie and Tom will continue discussions with the PSR Committee.

NEW BUSINESS:

OUTCOMES AND ASSESSMENT FLEX FAIR—Marie passed out an outline for the FLEX Fair. There will be a series of stations with activities that will take up to 1 hour to complete. There are five stations aligned to the five column model. Each station will be staffed by committee members. Faculty can rotate through the stations to complete various SLO tasks in exchange for FLEX credit. It is moving away from theory into an activity based event. Location will be determined by the Professional Development Committee. Suggestions were made to make it more free flowing because some stations may take less than one hour, others may take more than one hour. However, the structure is based on FLEX coding. Laura Hope and the PD Committee will make the final determination on structure. Suggestions to make directions easily digestible were stressed. Otherwise, committee feels this activity will be a great way to prepare departments for accreditation.

ASSESSMENT PLAN DRAFT—Marie and Tom Vitzelio distributed a draft outline of the assessment plan draft. The purpose is to provide meaning to the Ghantt Chart. The document, modeled after the assessment plans from Cabrillo and Cerritos Colleges, will include a history of SLOs and Chaffey, the assessment structure, the alignment of core competencies, and the overview of the assessment process and management system. The SLOs binders should house these documents as some colleges were dinged for only having documentation online. The draft also outlines expectations for specific groups on campus.

FLOOR ITEMS:

VTEA/PERKINS GRANTS—Sid informed the committee that applications for VTEA funding will be going out shortly and one of the questions asks about applicant's SLOs and how does what they are asking for support SLOs. In the past, it was just looked at. Sid

asked if the committee wants to look more closely at these items. Suggestion was made that we can use the same process used with PSR. Applications are due January 11. Committee agreed that this body should be part of the process.

4 YEAR ASSESSMENT PLAN—Lori Waite posed the question of whether 4 years is based on proficiency or are we on a 4 year cycle? Should it not coincide with PSR? Discussion will continue to iron out the process.

ADJOURNMENT—1:23 p.m.