

**Northern New Mexico College
MEETING MINUTES**

Meeting:	Student Learning Achievement Committee (SLAC)	Date:	Tue Nov 13 2007
Members:	David Barton, Rose Cavalcante, Dru Duran, Jeff Hawkins, Pam Lapcevic, Pam Piccolo, & Lou Schiano	Time Convened:	12:30 pm
Absent:	Alejandro Gonzales-Aller, Marcos Cavalcante, Quentin Wilson, & Andy Salazar	Time Adjourned:	1:30 pm
Guests:	None	Location:	BOR room
Facilitator:	Dan McLaughlin	Recorder:	Dan McLaughlin

Findings, analysis, conclusions	Actions	Pers
Approval of agenda	Approved by consensus.	
Approval of previous minutes	Approved by consensus.	
Reports		
1. Assessment Director. The WEAVEonline dashboard was reviewed, albeit in limited fashion due to a technical glitch. Members were encouraged to review themselves the summary dashboard in WEAVE pertaining to overall progress in articulating missions, outcomes, and measures for priority programs – before the end of the present semester. Next, Dan explained the work of a statewide Gen Ed Assessment Task Force. In response to a law passed in 2005, the group has developed a 1) framework and 2) data reporting template. All public IHE's will be required by law to report on Gen Ed assessment using the template by 9/30/08. For this reason, the College needs a standing faculty committee whose charge will be to oversee all aspects of Gen Ed program development and assessment – ASAP. Dan submitted draft plans for such a committee at the Faculty Senate meeting earlier this month. The FS will act on the recommendation at its next meeting in December. SLAC members were asked to support the proposal and attend the next FS meeting. Finally, Dan encouraged SLAC members to consider attending the annual meeting of the NM Higher Education Assessment and Retention association on Feb 28-29, 2008, in Albuquerque.	Review WEAVE dashboard. Support colleagues' efforts; encourage those lagging behind to get moving. Review Gen Ed assessment framework and reporting requirements posted on SLAC website as FYI items.	SLAC members SLAC members
Old business		
1. Institutional Assessment Plan approval. Members reviewed questions and results of an online quiz on the IAP. Members asked Dan to provide hands-on training on SurveyMonkey sometime in the near future. Extended discussion took place: what are the ultimate purposes of assessment? To satisfy those thirsting for accountability? To enable effective teaching and meaningful student learning? Both, some members	Consider attending NMHEAR conference.	SLAC members

<p>posited, adding that an important role for SLAC members is to involve colleagues in such discussions in their respective departments.</p> <p>David asked for a change in the IAP: add "attempts to" in "assessment definition" on page 1.</p> <p>Other members asked for more time to read the IAP critically and thoroughly. By consensus, all agreed to table adoption of the IAP till the next SLAC meeting. Pam asked that Dan highlight action items in future SLAC agendas.</p> <p>2. Departmental incentives.</p> <p>Dan presented a draft set of guidelines and proposal form for Departmental Incentive Grants that enact the idea presented at the previous SLAC meeting for "incentivizing" assessment. The idea would be for faculty in a given department to propose how they would spend \$1,500 to address departmental needs. If they close the feedback loop for prioritized programs prior to the end of the Spring 2008 semester, SLAC would award the incentive amount.</p> <p>SLAC would need to develop a rubric and minimum acceptable level for evaluating the departments' assessment work. Members determined to table the item until the next SLAC meeting.</p> <p>3. Brown bag sessions.</p> <p>All agreed that an informal series of presentations on assessment, teaching, and learning for faculty and other members of the College community is a good idea. Toward developing a schedule of such sessions in Spring, 2008, David, Lou, and Pam agreed to brainstorm and share ideas via email prior to the next SLAC meeting.</p> <p>New business</p> <p>1. Approval of program review template.</p> <p>Dan asked the group to read through the revised PR template. The document has been word-smithed and revised so as to highlight student learning. The template would serve to organize programs' self-studies that are presented on a three-year cycle to members of the Provost's team.</p> <p>Announcements: none.</p>	<p>Highlight action items in future SLAC agendas.</p> <p>Make change to IAP. Table adoption of IAP till next meeting.</p> <p>Critique and rethink the Incentive Grants idea, overview, and proposal form.</p> <p>Include as an action item at next SLAC meeting.</p> <p>Brainstorm topics, presenters, times, and dates for series to commence in Spring semester. Share via email w/ SLAC colleagues prior to next meeting.</p> <p>Review and be prepared to adopt the Program Review template at the next SLAC meeting.</p>	<p>Dan</p> <p>Dan</p> <p>SLAC members</p> <p>Dan</p> <p>David, Lou, Pam, & Dan</p> <p>SLAC members</p>
<p>NEXT & LAST REGULAR SLAC MEETING OF FALL SEMESTER Tue Nov 27 from 12:30-2:00 pm BOR room</p>		