

**Northern New Mexico College
MEETING MINUTES**

Meeting:	Student Learning Achievement Committee (SLAC)	Date: Mon Feb 25 2008
Members:	David Barton, Robert Behrendt, Rose Cavalcante, Pam Lapcevic, Pam Piccolo, Lou Schiano, & Andy Salazar	Time Convened: 12:30 pm
Absent:	Camilla Bustamante, Marcos Cavalcante, Jeff Hawkins, & Quentin Wilson (due to technical problems)	Time Adjourned: 1:45 pm
Guests:	None	Location: HT 115
Facilitator:	Dan McLaughlin	Recorder: Dan McLaughlin

Findings, analysis, conclusions	Actions	Pers
<p>Approval of agenda</p> <p>Approval of previous minutes</p> <p>Reports</p> <p>1. Assessment Director: WEAVE snapshot assessment percentages were reviewed. Dan asked committee members to review the progress with departmental colleagues, initiate conversations, and lend support as much as possible. In this way, we help create a culture of assessment at the College.</p> <p>Extended conversation took place about adequate support for assessment: personnel support – having adequate numbers of faculty with whom to share workload burdens; program support – being able to build linkages from developmental studies, to general education, to AA and AS, finally to BA and BS levels of assessment.</p> <p>In some departments, assessment must be designed and implemented by one faculty person only. In other situations, faculty must design assessments without having firm pieces in place in lower-level, feeder programs.</p> <p>We must work efficiently, SLAC members advised one another:</p> <ul style="list-style-type: none"> • Use course-embedded measures already in place. • Do not reinvent the wheel. • Keep "less is more" in mind. • Tune in, plug in, use WEAVE to your own best advantage. <p>Old business: none.</p> <p>New business:</p> <p>1. Draft outline for AQIP Reportable Action Project on assessment. The College's participation in the AQIP program of accreditation through the Higher</p>	<p>Approved by consensus.</p> <p>Approved by consensus.</p> <p>Review departmental WEAVE data; engage colleagues about them.</p>	<p>All SLAC-ers</p>

<p>Learning Commissions requires annual updating of our Systems Portfolio, organized according to nine criteria for accreditation (e.g., Criterion 1 is Helping Students Learn). The AQIP system also requires the design, implementation, and assessment of 3-4 "reportable action projects" that are responsive to high priority needs. Recently, the College's accreditation committee identified assessment as one of four priorities for RAP development.</p> <p>Dan reviewed the HLC's template for RAP design and evaluation. He also presented a draft outline for the assessment project, utilizing bullets-and-phrases formatting.</p> <p>Members expressed satisfaction that the outline was sufficiently comprehensive and self-explanatory. They suggested that Dan see if the present outline format will suffice for internal and external audiences and reviewers.</p> <p>2. Brainstorming: what SLAC can do to promote assessment. Time ran out before this topic could be considered.</p> <p>Announcements: none.</p>	<p>Determine if further elaboration of draft RAP outline is needed; revised as appropriate and present to Accreditation Committee.</p>	<p>Dan</p>
<p align="center">Next meeting: Mon Mar 24, 12:30-2:00 pm HT 115 & Jaramillo iTV room</p>		