

STUDENT LEARNING COMMITTEE MINUTES

JANUARY 6 2016

1. Meeting called to order

Meeting was called to order at 9:02 AM by ~~Chairperson~~~~Chair-person~~ Terri, Martin-Parisien

2. Roll Call

Members present:

-Dr. Ann Brummel, Ron Parisien, Sheila Trottier, Terri Martin-Parisien, Marilyn Delorme, Les ~~LaFountain~~~~Lafountain~~, Erik Kornkven, Audrey LaVallie, Kellie Hall

Members Absent:

-Rhonda Gustafson, Dr. Teresa Delorme, Travis Azure

3. Adopt the Agenda

Sheila moved to adopt the agenda. - Les seconded.

All in favor. - Discussion none. Motion carried.

4. Adoption of minutes for December 4, 2015

Audrey moved to accept the minutes. - Ron seconded.

Discussion: Change spelling of Eric to Erik. - Change spelling of Brummell to Brummel.

Vote: All ~~inif~~ favor to accept minutes with changes. Motion carried.

5. Elect Co-Chair for SLC

Terri called for nominations for Co-Chair.

Audrey nominated -Erik. Second by Sheila.

Marilyn made motion that nominations cease. ~~Seconded by~~~~Second~~ Sheila.

Discussion. - Terri asked if Erik would accept the position. He agreed.

Vote. - all in favor. ~~Motion~~~~motions~~ carried.

6. Review of Secretary Position

Terri recommended that Marilyn stay on as secretary to end of year. Committee in agreement.

Marilyn accepted (thanks for the vote of confidence).

7. Update from Sub-Committee Chairs

a. General Education Outcomes - Rhonda

Rhonda not present Item will be put on the agenda for next meeting.

b. Faculty Assessment Manual - Dr. Ann Brummel

Dr. Brummel reported that she was 1/2 way through the 2<sup>nd</sup> draft of the Assessment manual. Hopes to have it completed by the end of January. She is revising the manual to align with Bloom's taxonomy and HLC requirements. She also proposes to change the name of the manual to "Student Learning Assessment Handbook". ~~She~~ ~~she~~ believes this would take some confusion away from the title of Faculty

Assessment manual. She says there will be a glossary of terms, more fundamental information on what it means to assess. Need to align Mission statement and General Education outcomes. Much progress has been made.

8. Develop/Adopt General Education Outcome Rubrics.

a. Culture – Rhonda

Rhonda not present; tabled until next meeting.

b. Communication - Kellie

Kellie asked for the communication rubric to be tabled until next meeting. She will have more feedback then. She needs to have more time to review the Mission statement and Institutional goals.

c. Technology – Dr. Delorme

Teresa not present. Item tabled until next meeting.

d. Science – Audrey

Audrey presented two science rubrics. ~~The~~ ~~the~~ 1<sup>st</sup> rubric listed 3- outcomes and included the use of % numbers in the rubric definitions of Accomplished, Developing and Beginning. (Attached)

The other ~~rubric presentation~~ also listed the same outcomes however, did not list any % numbers, but had the following definitions:

~~a definition of~~ Accomplished as: –Bring to its goal or conclusion; carry out perform; finish

Developing as: To come gradually into existence or operation; be evolved

Beginning as: To proceed to perform the first or earliest part of (some action) (attached)

There were a lot of questions posed to Audrey from the committee. After much discussion, Terri called for a motion to accept one of the Science rubrics.

Marilyn made a motion to accept the rubric with the % numbers. Kellie seconded.

Vote: Les--abstained, Erik--abstained, Audrey--yes, Marilyn--yes, Kellie--yes, Ron not

voting, -Sheila--abstained, Ann--abstained. Motion did not carry for lack of majority votes. Process stopped– Much discussion.

Marilyn ~~made~~ ~~makes~~ a motion to rescind her motion to use the rubrics including % numbers. Kellie rescinded her second.

-Marilyn ~~made~~ ~~revised her~~ motion to ~~accept~~ ~~use~~ the second rubric rubrics that did not include % numbers and ~~to with the one~~ that had the definitions listed instead. Kellie Her explanation seconded. Discussion- Marilyn stated was that General Education Instructors that were used to using numbers could still plug them into the definitions. Other Instructors that just need to have an assessment tool to address

that they were meeting the General Education Outcome for Science would probably be more comfortable using the definitions.

Vote to accept ~~changed~~-motion. -All in favor.- Motion Carried.

e. Math – Audrey

Audrey explained that the Math Rubric was the same as the Science Rubric.

-Audrey moved to accept the Math Rubric with no % numbers -(attached). Ron ~~seconded~~ Seconded.

Vote-- All in favor.- Motion carried.

f. Humanities and Social Science – Dr. Brummel

Dr. Brummel explained that she has not had a lot of time to work on this rubric as she has been putting a lot of time in on the assessment manual. But will no doubt use the use the portfolio concept.

At this time Erik volunteered to take over the development of the Humanities and Social Science Rubric and will present it at a later date. Thank you Erik.

9. Review Department/Program Assessment Plans.

a. Sheila presented the Nursing Plan as she had gotten clarification ~~from for~~ Aleta as to the Advisory Committee Outcome.

Erik made the motion to approve the Nursing Department Plan for this year.

~~Seconded by Seond~~ Audrey.

Vote-- all in favor.- Motion carried~~Carried~~ (Plan Available upon request).~~Attached~~)

b. Marilyn presented the revised Medical Laboratory Department Plan.

Motion to approve MLT plan for this year. ~~Les~~- made a motion by Les- seconded by Ann.

No discussion.

Vote-- All in favor.- Motion Carried -(Plan Available upon request).~~Attached~~)

c. -Marilyn ~~presented~~Presented the revised Pharmacy Department Plan.

Motion to approve the Pharmacy Plan for this year -made by Sheila and seconded by Kellie.

No discussion.

Vote-- All in favor.- Motion carried- (Plan Available upon request).~~attached~~)

d. Marilyn ~~presented~~Presented Business Entrepreneurship Plan.

Terri commented that this plan should be marked revised and not initial (change made). Sheila agreed that this was a good start for a plan for this year.

Motion to approve the Business Entrepreneurship plan for this year -made by Marilyn and seconded by Sheila.

~~seconded by Sheila~~

Vote-- All in favor. Motion carried (Plan Available upon request).~~Attached~~)

e. Teacher Education plan presented by Terri (-Dr. Delorme not present).

The revised plan has two outcomes now.

Motion to approve the Teacher Education Plan for this year -made by Les and seconded ~~Seconded~~ by Kellie.

Discussion-- none.

Vote-- all in favor. Motion carried ~~Carried~~ (Plan Available upon request). ~~attached~~)

f. Audrey presented the revised Math and Science Department Plan

She commented there was a typo under technology that should not read "culture"

Motion to approve the Math and Science plan ~~plan~~ for this year made by Erik and seconded by -Audrey.

Discussion-- none.

Vote-- all in favor. Motion carried -(plan available upon request). ~~attached~~)

g. -Terri presented -the Computer Support Specialist revised plan.

Motion to approve the Computer Support Specialist Plans ~~support specialist plan~~ for this year made by Audrey, seconded by ~~Second by~~ -Les.

Discussion-- Sheila informed the committee that this Department- included five other Institutions and that maybe Marlin in the future should take a look at their outcomes also. However she agreed that this was a good plan for this -year.

Vote-- All in favor. Motion carried -(Plan available upon request). ~~attached~~)

h. Remaining areas-- Ron's CTE

Terri is meeting with Ron and the Instructors in this Area on January 7, 2015.

Sheila will also be working on outcomes with these instructors and will check to see what has been developed since Nov. More on these plans next meeting.

10. SMART Goals format

Terri gave a presentation of the meeting ~~Meeting~~ she had at Sitting Bull College. She was very impressed with their Plan. -They have a five year plan for program review which differs from program assessment. ~~already~~. Corrine Ressler will be here on Jan 28<sup>th</sup> -to present more information concerning their assessment, including how. ~~How~~ their Program Reviews ~~Plans~~ are done every ~~assessed over~~ five years. For example- Is the program cost effective? Are, ~~are~~ new programs needed? Etc-ete.

11. Schedule next meeting

Next SLC meeting will be held on Jan. 29<sup>th</sup>, 29-2015 -at 1:00 PM in the ~~00PM~~ Boardroom.

12. Adjourn

Terri called for motion to adjourn.

Kellie -moved. ~~—~~ Audrey seconded.

Vote-- all in favor. Motion carried.

Meeting adjourned at -12:04 PM.

Respectfully Submitted;

Marilyn Delorme