

STUDENT LEARNING COMMITTEE MINUTES

August 26, 2016

1. Meeting was called to order by Chairman Erik Kornven at 9:02AM

2. Roll Call

Members Present:

Dr. Ann Brummel, Dr. Teresa Delorme, Erik Kornven, Les Lafountain, Jeff Azure, Sheila Trottier, Terri Martin Parisien, Marilyn Delorme

Members Absent:

Ron Parisien, Wanda Laducer, Travis Azure

3. Adopt Agenda:

Motion to adopt agenda Terri moved Jeff Seconded All in favor Motion carried

4. Discuss year schedule: Erik provided a calendar schedule of this next year's meeting dates (attached)

Discussion:

a. Meetings

1. Minutes should be posted on the web as soon as they are approved
2. All meetings should have minutes to show documentation of meeting
Example: with Dept. chair or helping someone with assessment just a short summary (If it's not documented it didn't happen that's how officials see it)
3. Erik will work on creating a google drive for the committee (evidence file)
Will report on next meeting

b. Student Learning Meeting Schedule 2016 -2017 (Attached)

Motion to Adopt Meeting Schedule

Discussion:

1. Under Aug. Change all Staff to All faculty Individual invitations will be sent to co-curricular.
2. Follow World Café model for meeting of stakeholders in Dec.
3. By Feb. have list of new student learning outcomes for Gen Eds.
4. Put Student Learning Committee meeting dates on the Monthly Calendar that Paula puts out.

Motion made by Ann to accept the tentative schedule with changes. Seconded by Sheila
All in favor Motion carried.

Eric presented Student learning Committee Outcomes and Schedule (Attached)

Motion to Adopt Les moved Seconded by Teresa All-in favor Motion carried.]

5 Approval and Discussion of Reports **Help needed here**

- a. Year end assessment report
 - Includes assessment plans
 - Need reports by October 1st.
 - Need electronic copies of all final assessment reports
1. Program assessment
 - At some point look at process as a committee. We need to look at the results for effectiveness.
 - Make the evaluation number received on the report part of the Faculty evaluation
 - Student course and Instructor evaluations be also worked into faculty evaluations
- b. Assessment Manual
 - Work in progress update year to year
 - 1. This manual should also be presented to Adjunct faculty as they will be required to do course assessment.
 - 2. Under Graduate Cultural Assessment page 7 add Tribal/Local
 - 3. Annual assessment plan form:
 - General Education Out comes will be evaluated by individual Faculty Members
 - CTE will incorporate an outcome into courses taught.
 - 4. On page 5 Assessment Implementation will be changed to Prior assessment actions
 - 5. Move time line on page 5 to page 6
 - 6. Table of contents:
 - Section 5 change appendix to appendices
 - Reformat page numbers

Call for motion to accept Assessment Manual Les moved Second Jeff
All in favor motion carried.

6 Discussion of Assessment Day Meeting

Decision was made to hold meeting on Sept 2, 2016 for all Faculty. From 10:00AM to 11:00AM The General Education faculty would continue on from 11:00 to 12:00 to discuss General Education Outcomes.

- 7 HLC Academy Conference
Eric will send out an Email with dates for those interested in attending.

- 8 Assessment Ambassadors
Voluntary basis Email will be sent concerning this to schedule times for individual Meetings

- 9 Schedule next meeting
Oct 21 2016 9:00AM to 12 Noon

- 10 Adjourn
Motion to adjourn Les moved Terri second All in favor Motion carried
Meeting adjourned at 12:12PM.

Respectfully Submitted;

Marilyn Delorme