



Student Learning Assessment Team (SLAT):

Meeting Minutes: October 27, 2021

Time Started: 2:30 pm

Time Ended: 3:26 pm

Members Present:

Chip Marcy

Perla Salazar

Samantha Sanger

Gabe Winger

Brian McCallum

Chris Turpin

Seth Kristalyn

Brandy Unruh

Members Absent:

none

Issues:

- I. Minutes: Minutes approved.
- II. Program PLAN/Assessment accountability: Checklist and accountability file are in Teams. SLAT members need to finish checking their assigned subject areas by Friday October 29. Brian will send out an email with more information.
- III. Essential Skills & Employability Skills assessment: when is roll out/sign up/meetings/etc. Seth mentioned that assessment for Essential Skills may need to change. It was proposed to include the Essential Skills assessment to the program assessment. This would start next year. Having the Essential Skills in the program assessment would still be the same amount of work accomplished but the data and assessment would all be house in one single location. This change would also help programs understand that Essential Skills are part of their program assessment. Seth asked SLAT if we were going to continue Essential Skills as we have in the past. SLAT agreed to continue with the previous stablished process for Essential Skills assessment. We may change the way it is communicated in the future when/if Essential Skills assessment gets added to program assessment. Seth will send out a reminder email about Essential Skills assessment to make sure each program knows what Essential Skills they are assessing and to ask for questions. Brandy mentioned she wanted to send out a similar communication with regards to Employability Skills assessment. Brandy will be sending a communication to all tech faculty soon and possibly set up a meeting to discuss the Employability Skills. Sam mentioned it would be good to remind all faculty that this round of Essential Skill assessment is the last round that will be included in our report before the HLC visit. Brandy asked where the data sheets for the



completed Employability Skills assessment should be submitted. The plans (at least for this round) will be emailed to Brandy. The data sheet will be submitted as an assignment on the Faculty Policies and Procedures canvas shell. SLAT agreed that at least one of the Employability Skills needs to be assessed in this round. Sam checked that the formulas are working correctly in two of the three data sheets.

- IV. Survey Update (see the email I sent you earlier—SLAT needs to check their questions on the CWAS—can be postponed to later meeting): Sam re-shared the questions. SLAT members discussed the questions that relate to assessment. Sam proposed putting on hold editing of the survey questions until SLAT sees the results from the previous survey. Chip will pull the results for this section to share with SLAT for our next SLAT meeting. All SLAT members also need to think about what questions (on the survey or not) do we need data for from a surveyed population.
- V. LASC committee: Sam shared the most up to date notes (shared document) that have been worked on with Marc. Marc wanted SLAT to discuss the membership of the committee and a timeline for some of the responsibilities for this committee. Some of the major responsibilities should not be expected to be completed and included in our upcoming new catalog. Brian mentioned it may not be reasonable for SLAT to set up a firm timeline for the work that needs to be done. The goal is to get all responsibilities listed on the shared document by the start of the next academic year. Chris mentioned that the committee needs to have a mission statement before anything else. The first couple of meeting may be joined by SLAT. Chris mentioned that SLAT needs to make our selves available to this committee for any questions as they get through the responsibilities listed.
- VI. New business: none

Next Meeting:

The next regularly scheduled meeting of this committee will be November 10, 2021 at 2:30 pm. SLAT will also meet every other week to work on Criterion 4 of our Assurance Argument for the Higher Learning Commission. The next working meeting is scheduled for November 3, 2021 at 2:30 pm.