STUDENT LEARNING COMMITTEE MEETING
April 16, 2008
3:00 pm
T1000


Absent: Conti, M.; Gawlik, W.; Offerman, J., Smith, R.

CALL TO ORDER
K. LaTour opened the Apr. 2008 Student Learning Committee meeting at 3:03 pm in T-1000. Attendance was taken.

MINUTES

There were no March minutes as it was Spring Break. Mary moved to approve the February Minutes, Lori seconded and they were approved unanimously.

I. OLD BUSINESS

a. Catherine and Kristin attended the conference “General Education, Assessment, and the Learning Students Need,” in Baltimore Feb. 26-28th and met with assessment leaders at the Community College of Baltimore County the day before the conference. Catherine reported that CCBC has an elaborate system of assessment that is pretty paper-driven, but they also have a dean in charge of assessment, who has a couple of admin. assistants, as well as faculty who get release time and auditors from the community who are paid stipends to help with assessment efforts. Given that we have no such structure, it’s important that we take credit for the work we have done. Kristin and Catherine both enjoyed networking at the conference. The speakers were good, and they came back thinking at we need to have a presenter for faculty during general session of PPD week.

b. Roxanne Munch will help anyone interested in getting trained to become an AQIP site visitor or portfolio evaluator. So far Kristin and Catherine are interested and will try to get with Roxanne this fall.

c. Newsletter: Kristin got an article from Wayne, and Andy Neill is sending on a classroom assessment he’s been doing. However, the chances of Kristin getting a newsletter done for spring is slim, so look for it during PPD week next fall.

d. New Student Learning Coordinator Hiring: Catherine, Anne and Sherry have volunteered to serve on the search committee for a new Student Learning Coordinator. Kristin has gathered position descriptions from other community colleges in our region, and will distribute them. The committee will meet either before the end of spring semester, or by the end of May to finish the position description, which will be sent to HR for grading and to be advertised. We hope to have someone hired by the end of October. Kristin was unable to keep working in the capacity due to funding and scheduling issues, but is confident we can find the right person to assist faculty in assessment efforts.
e. HLC Annual Meeting is April 17-21, with the general sessions running from noon on Sunday the 19 through noon on Tuesday the 21st. JJC faculty and staff are also able to attend the Academy Learning Exchange on Saturday the 18th from 1:30-6:30. Catherine, Kristin and Dennis Wright are presenting at the Exchange on Saturday.

II. NEW BUSINESS

a. Updated Website: Kristin went over the website plans and reports with everyone. There are some errors, but they will be fixed over the summer. Kristin is very happy to report that every department is working on assessment, at least in one area within each department. If committee members see that anything is missing in their area of the website, please let Kristin know and she’ll get things posted.

b. Plans for next Fall PPD week: Kristin asked if we should have a meeting or other event during PPD week. She had asked the PPD committee about having someone speak to faculty during the general session about assessment, but a speaker was already lined up. She’s working with the committee to have a speaker, or speaking herself, to faculty, at the spring PPD general session. Kristin has tried for a couple years to hold events during PPD week for faculty, but very few (as in 3) people ever show up for events that take hours to plan. The committee voted to just have our regular meeting in September, and have the newsletter serve as our PPD week “event.” We will work next fall to have a day-long mini assessment fair in house in the spring.

c. LRC Grant: Catherine presented a grant proposal for building a selection of assessment texts that would be available in our library for faculty. The books would be listed on our webpage with summaries/annotations by library staff, so faculty would be able to browse online, and then just drop by to pick up texts. Kristin mentioned that the book annotations could also be included in the newsletter for faculty to read. The cost for the books is estimated at $1,400.00 with an additional $100.00 for Andrew Lenaghan for the annotations. Sherry moved to approve the grant, Bill 2nd and all approved.

Next meeting is September 17, 3:00, location TBA.