Napa Valley College
PLANNING COMMITTEE
MINUTES
November 9, 2007

PRESENT: Christopher Adams, Stephanie Burns, Matt Christensen, Bob Freschi, Martin Murphy, Jerry Somerville, Judie Walter-Burke, Robyn Wornall

ABSENT: Edward Beanes, Oscar De Haro, Michael Dow, Fain Hancock, Chris McCarthy, Sue Nelson, Mary Shea

1.0 Introductions
2.0 Announcements
3.0 Public Comment
4.0 Approval of Minutes
   M/S/C to approve the minutes of October 12, 2007.
5.0 Adoption of Agenda
   M/S/C to adopt the agenda
6.0 Information/Action
   6.1 Student Learning Outcomes
      Assessment in a Post Title III Environment

Jerry Somerville gave an update on SLOs. (See attached handout.) Student Learning Outcomes and assessment are required by accreditation. NVC will begin their self study in fall 2008 and will have a site visit fall 2009. We are expected to establish a systematic and ongoing process by which “the institution identifies SLOs for courses, programs, certificates and degrees; assesses student achievement of these outcomes; and uses assessment results to make improvements.”

The ACCJC defines SLOs as “knowledge, skills, abilities, and attitudes that a student has attained at the end (or as a result) of his or her engagement in a particular set of collegiate experiences.”

Student Learning Outcomes are now a part of the curriculum process. Assessment of SLO’s will begin soon. PEP has included a section on the Instruction form regarding SLOs and assessment.

A survey of NVCs progress with Student Learning Outcomes and Assessment was handed out to the Planning Committee members. (See attached survey.) The survey had four levels of interpretation:
1. Aware
2. Developing
3. Proficient
4. Sustainable
The results are that NVC is in the “Developing” stage.

Jerry reported that several faculty and administrators attended the Strengthening Student Success Conference in October. The last page of Jerry’s handout has a list of themes that were attained from the conference.

The need for an Assessment Committee is extremely important. Those that attended the Strengthening Student Success Conference will be part of the Assessment Committee Task Force. Among the key people on this committee will be the vice presidents and it is very unfortunate that they are absent from today’s PC meeting. Jerry has attended a President’s Cabinet meeting and has their support.

Jerry has talked with the Academic Senate and they see the importance of forming an Assessment Committee Task Force to study the function of a future Learning Assessment Committee.

Judie stated that our office is currently doing our PEP and she has identified the need of a SLO & Assessment Coordinator.

7.0 Other Business

None

Adjourned: 9:30 a.m.

Carolyn Sanchez
Reporting Secretary