



**Department Chairs & Coordinators Committee
Minutes for May 3, 2013**

Attendance

Members: Vini Angel, Garen Baghdasarian, Suzanne Borghei, Patricia Burson, Laura Campbell, Ron Davis, Judith Douglas, Vicki Drake, Lisa Farwell, Nancy Grass Hemmert, Laurie Guglielmo, Janet Harclerode, Lucy Kluckhohn Jones, Ford Lowcock, Jim Martin, Jennifer Merlic, Eric Oifer, Wendy Parise, Jon Rogers, Sandra Rowe, Elaine Roque, Perviz Sawoski, Christine Schultz, Judy Schwartz, Toni Trives, Joy Tucker. Guests: Hannah Lawler, Daniel Berumen, Richard Tahvildaran-Jesswein

- I. The April minutes were approved with one correction to attendance.
- II. Senate Report. Janet Harclerode reported that:
 - a. The Information Services Committee is leading a BYOD (Bring Your Own Device) discussion to explore the idea of working with SMC's IT department to develop a list of faculty-owned devices (laptops, tablets, etc) that would be "supported" by SMC for use on campus. Expect a questionnaire/survey from the committee on this topic. Some discussion of the idea followed and led to a discussion of the large number of ebooks hitting the market and the problems faculty and students are experiencing in attempting to use these books on campus.
 - b. The new Student Services building is over budget and will therefore be sent out for new bids on a new design.
- III. Richard Tahvildaran-Jesswien gave some background on the Public Policy Institute. We are the only community college offering such a degree and the number of students earning the degree is climbing and rapidly approaching the level of our very popular Business degree. The Public Policy Institute will hold its annual symposium the week of May 15-17. Posters and a flyer were distributed to chairs. The focus on this year's symposium is socio-economic policies. See www.smc.edu/ppi for more information.
- IV. Daniel Berumen (Institutional Research) reported that Program (Degree & Certificate) Level Outcomes assessment results are now available for all discipline-specific degrees and certificates on the Institutional Research website. The reports currently summarize data from all students enrolled in courses that comprise the core

requirements of these degrees/certificates. As more data are collected, it is the goal to start examining results for only those students who actually complete the degree or certificate. For broader degrees (i.e. IGETC, General Science, etc), the reports look at mastery levels of our ILO's and their core competencies, comparing incoming students to those receiving these broader degrees. Please see <http://www.smc.edu/EnrollmentDevelopment/InstitutionalResearch/Pages/SLOILO-Reports.aspx> for more information.

- V. Christine Schultz and Eric Oifer reported that the Institutional Effectiveness Committee is proposing the establishment of a new Institutional Learning Outcome, ILO #5, and asked for feedback on the idea from Chairs. The proposed text of the new ILO is:

“Student demonstrates the level of intellectual engagement in the subject matter that motivates pursuit of lifelong goals.”

Potential competencies under this ILO to which course SLOs can be mapped:

- Interest (e.g. enthusiasm, excitement)
- Valuing academic task beyond the task itself
- Self-efficacy (i.e. belief one can achieve a goal or outcome)

After substantial discussion, the wording was revised to read:

"Student demonstrates a level of engagement in the subject matter that enables and motivates the integration of acquired knowledge and skills beyond the classroom."

No changes were made to the proposed competencies.

A vote of the chairs indicated unanimous support for the creation of this new ILO. Reasons for support included that this ILO represents a significant goal for many SMC courses, one that does not currently map to any of the existing ILO's; and that this is a critical outcome for our students that we would like to include in our assessment of degree outcomes.

- VI. Announcements:

- Sandra Rowe announced that May is Mental Health Awareness Month and that Student Psychological Services will be hosting a number of special events the week of May 10-16. She also distributed new “cards” containing information on the Crisis Prevention Team. Stacks of such cards will be distributed to all Chairs to share with faculty.
- Judith Douglas (Social Committee Chair) encouraged everyone to attend this year's Recognition event in honor of SMC retirees, those who have reached the milestone of 25 years of service, and those members of the SMC community who have passed away this year. The event begins at 10:30 on Wednesday, June 12 in the Main Stage and will be followed by a luncheon in the Quad. Tickets are \$12 in advance or \$15 at the door. Please encourage faculty in your departments to attend.

- Ron Davis announced that the student art show opens May 10 at the Performing Arts Campus.
- Joy Tucker announced a collaborative effort between the Business and Cosmetology departments scheduled for May 23. The event is a workshop for students on “The Total Business Look” and will include makeup demos, the “career closet, etc.
- Nancy Grass Hemmert reminded chairs that the Global Citizenship Symposium and Tournament is coming up. Watch your email for more information and please encourage students to submit their work.

There was no College Report.

The meeting adjourned at 11:30 am.

The next meeting (and last of this academic year) of the Chairs and Coordinators Committee is scheduled for:

June 7, 2013, 10:00-12:00, **Drescher 301E (The Loft)**

Note the change in venue!!

Agenda items should be sent to merlic_jennifer@smc.edu.