SACLO Meeting Minutes
November 2, 2011

Attendees: Carolinda Douglass, David Gorman, Allison Hogshead, Alan Hurt, Nora Lindvall, Eric Niemi, Joshua Ott, Guide Soberkl, Cat Yimet,

Denotes an Action Item

Eric: Introductions and Salutations

• Michael Day will be here via FaceTime to discuss his proposal
• General conversations and comments beforehand
• Assessment 101 program-last meeting discussion concerning allied program
  ▪ Talking to student government (SA)
  ▪ Larger outreach plans
  ▪ How do we reach out to different clubs and organizations?

Nora: Works for SA and could meet with individual persons and members of student government to get involved with SACLO

  ▪ 70 people involved in SA directly
  ▪ A handful of members would benefit SACLO
  ▪ Going around individually to talk about SACLO

Eric: Go through list of clubs and organizations and send invitation to working lunch (BYOF)

Nora: We are a new organization so we cannot receive funding

Josh: “NIU-MOTO is on board and has SACLO’s back”

Carolinda: As group does things we may want to inform the SA and get feedback

Nora: Can meet with SA directors on Friday and inform them of SACLO’s intentions

Eric: Meet one on one

Nora: Teresa and Austin- a good avenue to talk too

Coarlinda: Go to senate and ask for recognition and support

Nora: Can initiate a bill to gain senate recognition and campus-wide awareness
Carilinda: Allied Program-this is something we want to do and this is something the Student Association supports

Eric: In summary-getting ourselves out there. How many would be free to give a presentation to the senate on sunday?
   • Guide, Alan, Nora

Eric: Communicating with the Northern Star (will give SACLO expose)

Cat: Explained who Aaron Brooks is and how he goes about profiling student organizations

Guide: Approach the Advisory council (student) about SACLO

Nora: Northern Lights Ambassadors (could discuss with them more about SACLO)

Guide: Time Constraints and could push language departments about supporting SACLO.

Nora: Talk to director of academic affairs, student organizations, Lamda Sigma, NSCS, Honors Student Association.
   • Talk to Deb Pierce and Guide talk to AISEC
   • Leadership through SILD
   • Lead NIU-Summit
   • We want freshman, sophomore students

Allison: Meet with Julie Lamb outreach coordinator for Center of Asian Studies

Guide: Junior Undergraduate
   • RHA-Dayhe Cho
   • Cross-Dressing to put bodies in central RHA
   • Aim for Douglass, Stevenson-wouldn’t recommend
   • Lincoln a possibility
   • Honors house

Cat: Super Wednesday, Present then!

Allison: Latin Resource Center and Center for Latin Studies (very involved)
   • Suggested names to replace “allied”

Eric: Names to hang on faculty door-
Names on the Floor:
  o Assessment, Partner (straddles both formal and informal), Supporter, SACLO, Faculty, Collaborator,

**David:** There’s faculty and students: discusses more names. Maybe there are other groups who have faculty who aren’t advisors.

**Allison:** Likes affiliate and associates (described methodology for why they would make good names.

**Nora:** SACLO Faculty Affiliate

**Carolinda:** Discussed different variations

**Eric:** Not limiting to faculty but inclusive for staff as well

**Carolinda:** How would you identify them?

**Allison:** Suggested SACLO approved sign

**Carolinda:** Allied training is a day-ask you to give opinions on what you have done

Not in one day anymore-have broken down into two seminars

**Eric and Nora:** What do students like to see?

**Allison:** Would the affiliates classrooms be involved in classroom surveys more so than other faculty? What do we get out of it?

**Carolinda:** What do you want out of it?

  - Doing more assessment work in classroom

**Nora:** Learning outcomes on syllabus could be step 1

**Carolinda:** Grading, learning outcomes, car statement, assessment and procedures

**Eric:** We would like to see things that would benefit us, the students, on the syllabus.

**Carolinda:** Some of these could be more ad-hoc
David: Do something along the lines of a project, students may be confused because it does not fit the syllabus, would be happy to give them 5-10 minutes (one thing, per class, per term) [concerning implementing e-portfolios in his classroom]

Eric: Don’t want to be too obtrusive

Carolinda: Would you want to see these things on the syllabus?

David: A handheld thing could be good for faculty as well
Nora: A pamphlet would be useful and beneficial for faculty-include pictures

Eric: Assessment 101 and handbook would be universal

David: Affiliates god housekeeping criteria-how does the campus assessment network work?

We have students groups, faculty, faculty student groups etc. The Network is open to anyone but there is no seal of approval.

Carolinda: The network is a platform to bounce ideas off of.

Eric: Talk about proposal before the video chat

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Eric: Two weeks ago at Helen Barret. Push for e-portfolios have not gone anywhere.
Strategic Planning proposal is for E-Portfolios. Ways to update and inclusions.
Geared more towards CLAS majors.

  • Dr. Day will discuss: informative and summative assessments

David: This is from the first round of proposals that different make it. Dr. Day’s will pitch reasons for wanting our support.

Eric: Using these electronic proposals will be an educational skill

Guide: Sees this and elements of the proposal as critical

Carolinda: Dr. Sever will be getting proposals-If it were to pass it will be under Dr. Berebeck and she will be the driving force after the proposal is approved. (See Oct. 26 meeting minutes for more clarification on this)

Eric: Should we try to meet with Dr. Berbek?
**Nora:** Monday, November 7, is when our letter of support is due

**E-Portfolios Phone Conference with Dr. Michael Day**

**Eric:** Would you like to say anything to start off?

**Dr. Day:** Stress that it is not a showcase e-portfolio, it is more of a learning portfolio to track progress of the Gen. Ed outcome for students

Showcases:

- Making learning visible
- Allows students to see education as more of a life-long learning process
- Universities who do that have a better chance of attracting students and graduates
- Struggling to reformat to current circumstances and formats
- Suggestions greatly appreciated

**Eric:** We are definitely on board to champion the proposal

This is very informative, but can it also be summative?

**Dr. Day:** By extending it beyond informative to include both qualitative and quantitative data, this can be more strenuous on faculty—but is an option.

**Eric:** Suggested incorporating the 8 student learning outcomes and the 3 C’s

**Dr. Day:** Is still working on including these into the proposal. Is concerned about not having enough time

**Eric:** What do you need from us?

**Dr. Day:** Have permission to say we are the group that has supported this proposal

**Carolinda:** Know he doesn’t have to have a letter but recommends SACLO write one

**Dr. Day:** Many people have asked to and he said he no longer needs signatures

**Carolinda:** Stressed incorporating SACLO’s letter to the proposal

CAT leaves 4:06pm
Carolinda: Posted on the Strategic Planning website (letter of support)

Did you submit your proposal to David Shagnon?

Dr. Day: Having difficulty remembering

Suggested using old letters of support as template

Eric: Agrees this would be beneficial

Dr. Day: Use pilot population of students; what is the best population of students to perform this assessment

Eric: Designate a cohort at the beginning of the semester

Dr. Day: Students may say why me? Could pose problems

Eric: Thoughts on asking for volunteers

Dr. Day: That may work and

Carolinda: It may be difficult

- Dr. Day will ask his assistant director on how we might identify a small cohort
- Pilot program empathizes one year and then define whether to move forward depending on outcome of assessment.

Eric: Anything we can do on our end

Dr. Day: Letter would be wonderful-student buy-in is important

Carolinda: Themed learning communities-good place to start e-portfolios

Dr. Day: Concerns on focusing on a selected cohort rather than a random sample may introduce bias into the process.

Nora: So...we are writing a letter

Eric: Look at template and go from there

Nora: That’s all!

Next meeting: November 30, 2011 3-4:3pm
Meeting Ended: 4:20pm