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# LOS MEDANOS COLLEGE

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Date: Oct. 20, 2011

To: All Faculty

From: Teaching and Learning Project

Re: Flex Assessment Day, Spring 2012

As a result of the positive response we received from participating faculty about the Flex Assessment Day in August, the TLP and PDAC are collaborating to offer another Assessment Day in Spring 2012. We have much assessment work to do this year, and many of you have asked for continuing professional development around assessment, as well as institutional time to do the work. Although we are still actively planning and would love to hear your ideas, suggestions and offers to participate, here is the framework for the day's activities:

**8:45-9 a.m.:** Light morning snacks, and caffeine, available to help us all wake up

**9 a.m.-noon:** We will feature a morning of presentations of assessments by your fellow faculty and staff, and other informational assessment activities. More to come!

**Noon-1 p.m.:** Enjoy lunch (on us) over an informal conversation about assessment with your colleagues

**1-3 p.m.:** In response to the desire many faculty voiced in the Assessment Survey last spring, we have set aside institutional time for hands-on assessment work. To get the most out of this afternoon (and get FLEX credit), we have two options for course (CSLO) and program (PSLO) assessment teams:

**OPTION 1:** Come as a team (or as an individual if you are assessing solo) to one of our afternoon workshops and get help with your CSLO or PSLO assessment. Bring your materials with you and have the opportunity to complete the next step of the process, whether it be creating your assessment plan, analyzing your students' work, or writing your improvement plan. SLO coaches will be available to help, and you will also have the opportunity to dialogue with other colleagues from other departments about assessment. *(This option would work especially well for one-person assessment teams, who may want to come with other one-person teams and work together, or just drop by and bounce ideas off of other teams.)*

**OPTION 2:** Meet with your department's assessment team in your own room during this two-hour time block (or longer if you need extra time and opt to work later into the afternoon). To do this, you will need to submit a FLEX proposal form for the 1-3 p.m. slot Thursday afternoon. As you work, a coach will stop by to answer any questions that come up.

If you would like to be in on the planning, or if you simply have questions or comments, please contact the Teaching and Learning Project by sending an e-mail to Cindy McGrath ([cmcgrath@losmedanos.edu](mailto:cmcgrath@losmedanos.edu)) or Katalina Wethington ([kwethington@losmedanos.edu](mailto:kwethington@losmedanos.edu)).

Thanks and have a great day.