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**Draft Minutes**

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**LPC Mission Statement**

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

**LPC Planning Priorities**

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

**Meeting Name**

**Members Present (voting):**

**Co-Chair:** John Ruys

**Co-Chair:** Ann Hight

**Administrators:**

Roanna Bennie- Absent

Don Miller- Absent

**Faculty Reps:**

Mark Tarte

Marty Nash

Kimberly Tomlinson

Akihiko Hirose

Gina Webster-Absent

**Classified:**

Scott Vigallon

**Members Present (non-voting):**

**Director of Research and Planning:**

Rajinder Samra-Absent

**Meeting Guests:**

Angelo Bummer

**1. Call to Order**

Meeting called to order at 2:33pm

**2. Review and Approval of Previous Agenda (September 26<sup>th</sup>, 2016)**

MOTION to APPROVE Agenda

MSC: Hight/Nash/APPROVED

**3. Review and Approval of Amended Agenda (October 10, 2016)**

*Amendment: PSCN 10: Career and Educational Planning was removed and PSCN 28: Orientation for International Students was added for CLSO Review*

MOTION to APPROVE Agenda

MSC: Hight/Tomlinson/APPROVED

**4. Review and Approval of Minutes (September 12<sup>th</sup>, 2016)**

MOTION to APPROVE draft minutes from September 12<sup>th</sup>, 2016

MSC: Tarte/Nash/ APPROVED

**5. Review and Approval of Minutes (September 26<sup>th</sup>, 2016)**

MOTION to APPROVE draft minutes from September 26<sup>th</sup>, 2016

MSC: Nash/Vigallon/ APPROVED

**6. Independent Study Courses**

John Ruys reported that from feedback from the divisions it was decided not to record data for independent study courses. The SLO Chairs will draft a formal statement outlining our policy and bring it back to the committee for review. That statement will then be sent to the Academic Senate for approval. An example statement from Cañada College was reviewed as, like the policy that our committee will put forward, it states that while independent study courses have SLOs, they are not assessed. Cañada College statement includes the reasoning that the data is not meaningful as independent study project can be very different in content and structure. It was clarified that the SLOs for independent study courses would be on the Independent Study contracts, not in eLumen. It was discussed that Academic Senate had raised the question that if enough similar independent study course were being offered, could they be grouped together as an unofficial course to bring them into the SLO cycle.

- 7. Workflow and Wording of SLOs:** John Ruys reported that he attended the counselor's meeting last week. Standardized wording had been put forward at the last SLO Committee meeting for CLSO's PSLO's and SAO's. Kimberly Tomlinson brought that language back to Student Services and they provided feedback on the standardized SAO language that had been created. Student Services felt that as the Student Services departments are so different in how they function; the standardized wording will not help them to think about SAO's. They would prefer not to use the standardized language, but still work on broadening their SAO's. Specifically, they did not like the use of the word "interaction" and the uniformity of having all of the SAO in the same format. It was decided that the eLumen tutorials would remain the same, but Student Services would no longer need to use the standardized wording. Kimberly Tomlinson reported that she believes that Student Services could use some additional support with regards to SAO's. It will need to be decided as CLSO's and PSLO's are reviewed whether the standardized language that was previously suggested will remain as a requirement or as a guideline.
- 8. eLumen Workshops for Fall and Spring:** John Ruys has already received requests for more eLumen workshops. The plan is to do more eLumen workshops at the end of the semester. While nine eLumen workshops were conducted there is still a large number of Full and Part-Time faculty that did not attend. John Ruys is generating a list of courses since Fall 2013 that do not have data entered in either the old and new eLumen. There are quite a few courses without data, largely because there was no data entered during the spring while the college was transitioning to the new eLumen system. A list of those courses will be sent out requesting that data be entered for those courses this semester. The times of the future eLumen workshops will be sent out in the same e-mail. Marty Nash stated that he has received some concern from part-time faculty members if they need to go into the new eLumen and enter Spring 2016 data. John stated that he has been strongly encouraging faculty to enter their Spring 2016, as the more data is entered, the more meaningful the results, which then can be used to look at the program as a whole.
- 9. ISLO Review from Town Hall:** John Ruys thanked everyone who participated in the ISLO Workgroups during Town Hall. The work groups came up with many changes to the ISLOs. There are still two ISLO work groups that need more time to their review: Critical Thinking and Respect & Responsibility. The Communication, Creativity & Aesthetics, and Technology ISLO's are ready to be brought forward for a campus wide discussion. There was some discussion about what would be the best way to have that discussion whether via e-mail, post it, or approve it as written. It was decided that feedback is needed, as individuals were not able to participate in multiple workgroups during the Town Meeting. John Ruys reached out to President Barry Russell to see if there will be time at the next Town Meeting to further discuss the ISLO's and also to have ISLO Mapping as part of Spring Flex Day. After the ISLO's have been approved by the SLO Committee they will go to the Academic Senate and College Council. It was requested the committee members bring the new ISLO language to their Division meetings in order to get feedback.
- 10. CLSO Review**

  - a. PSCN 28: Orientation for International Students
    - i. **New CSLO-** Students will explain the differences between CSU GE and IGETC Requirements.
      - It was discussed whether the SLO Committee will review all of the previous course SLOs, when a new SLO is brought to the committee, for either

standardization or breath. It was agreed that the new SLO was more like a measurable objective than a SLO as it is very narrow. It was decided that the committee can question the SLO creator with items such as if they are planning to add more SLO's to encompass more of the course content or if the SLO is broad enough. John Ruys and Ann Hight will reach out the creator of this SLO for more information through eLumen.

b. PSCN 3: Introduction to Counseling Theory

i. **New CLSO's – 1.)** Students will explain the purpose and construction of counseling **2.)**

Students will identify theoretical models of counseling theory and behavioral change. **3.)**

Students will explain legal and ethical considerations and their implications in counseling.

- It was discussed that perhaps Student Services would benefit from having a SLO Liaison to give advice, especially regarding breath. This SLO will also be sent back for revision. SLO workshops were also suggested

c. PSCN 6: Introduction to Counseling Case Management for Human Services

i. **New CLSO's – 1.)** Students will identify and describe the core components of case management theory and practice **2.)** Students will identify modern issues in human services case management. **3.)** Students will develop a client based service plan to include intake, assessment, and referral.

- There was discussion that these SLO's could utilize higher level words from Bloom's Taxonomy, rather than identify and describe. On the other hand, it was discussed that as it is an introductory course perhaps the language is appropriate. This SLO will also be sent back for revision.

d. BIO 1A: General Botany

i. **New CSLO-** Students are able to explain and apply basic principles and processes of botany and ecology at different levels, from the biochemical to the ecological.

- There was a discussion of whether the CLSO Standardized Language is necessary. It was pointed out that the language was in part created as a work around to be able to identify the course that a SLO is linked to in eLumen. This SLO was created before the standardized language was introduced. There was debate as to whether the SLO should be changed to that standard language and the SLO creator notified in order to get the campus on the same page regarding SLO formatting. Some of the positives of this action were that the standardized language creates a uniform look to the SLOs and that it will make individuals look at their SLO's from a broader perspective. Some of the drawbacks discussed were that it would be an extra workload for faculty to change their current SLOs to match this new language. It was discussed that instead of the faculty using the standardized language they could put their name and the course number in the dialogue box in eLumen. It will be requested from eLumen that the wording above the dialogue box be changed to request creator name and course identifier.
- It was decided the new SLO combined with the previous SLO's captured the course objectives. **BIO 1A CSLO APPROVED**

- e. THEA 48A: Tech Theater in Production Beginning
- f. THEA 48B: Tech Theater in Production Intermediate
- g. THEA 48C: Tech Theater in Production Advanced
- h. THEA 48D: Tech Theater in Production Management
  - i. **New CLO for THEA 48A-D-** Work Collaboratively with designers, technicians, and other theatre personnel
    - The new SLO is also used in THEA 48B&C&D. It was decided that the existing SLO for THEA 48A (Serve as a member of the running crew of a play or musical.) is not measurable and perhaps needs to change to “perform all duties of a”. Scott Vigallon raised the point and John verified that this process of SLO review will create a lot of back and forth between the committee and the SLO originators. It was agreed during the previous semester by the committee that they will not be reviewing old SLO’s until a new SLO for that courses are entered for review in eLumen. The SLOs for THEA 48A-D will be returned for revision.
- i. THEA 50: Stagecraft
- j. THEA 50L: Introduction to Stage Lighting
  - i. **New CLO for THEA 50&50L-** Work collaboratively with designers, technicians and other theatre personnel.
    - It was pointed out that one of the old SLOs (Recognize crew organization, hang and focus lights, record a sound effect, or set up a microphone) is a list of discrete skills. The SLOs for THEA 48A-D will be returned for revision and perhaps a meeting will be set up with the Theater Department in order to have a conversation regarding broad goals of the course and how that can be applied to the SLOs.
- k. **TABLED**-HIST 1: Western Civilization to 1600
- l. **TABLED**-HIST 2: Western Civilization since 1600
- m. **TABLED**-HIST 7: US History Through Reconstruction
- n. **TABLED**-HIST 8: US History Post- Reconstruction
- o. SOC 13: Research Methods
  - i. **New CSLOs-** 1.) Identify the major sociological methods. 2.) Recognize the value of sociological research in understanding the social world. 3.) Assess the effectiveness of the major types of sociological research methods. 4.) Critique sociological research articles and research-based media claims. 5.) Understand the ethical and political issues surrounding sociological research. 6.) Design an appropriate analytical approach for testing a hypothesis. 7.) Produce a research proposal incorporating appropriate methods to investigate a research question.
    - The course did not have any previous SLOs. It was decided that the SLOs are broad enough. The first new SLO will be removed as its content is already covered by the other SLOs. The wording in the 6<sup>th</sup> and 7<sup>th</sup> SLO was changed from recognize to describe. **SOC 13 CSLO APPROVED**

## 11. PSLO Review

- a. Anthropology AA-T

i. **New PSLO**-Students will be able to deconstruct the biological concept of “race.”

- **Anthropology AA-T PSLO APPROVED**

b. Philosophy AA-T

i. **New PSLOs- 1.)** Upon successful completion of this program, students will be able to develop and present formal philosophical arguments using effective logical argumentative technique and avoiding logical error and fallacies. **2.)** Upon successful completion of this program, students will be able to communicate ideas in a way that shows respect for others.

- PSLOs was determined to be well written and was approved. **Philosophy AA-T PSLO APPROVED**

c. **TABLED**-History AA-T

d. **TABLED**-Speech AA

e. **TABLED**-Theater Arts AA/ AA-T/ Certificate of Achievement

f. **TABLED**-Administration of Justice AS-T

g. **TABLED**-Administration of Justice AA

h. **TABLED**-Music AA

i. **TABLED**-Art

j. **TABLED**-Mass Communication AA/ AA-T

k. **TABLED**-English AA/ AA-T

**12. SAO Review- No Items**

**13. Administrative Update-** No Report

Roanna Bennie

**14. Adjournment-** Meeting adjourned at 4:28 PM

**15. Next Regular Meeting** (Monday, October 24<sup>th</sup>, 2016)