



Minutes

Student Learning Outcomes Committee
May 4, 2015
2:30 p.m. – Room 2411A

Present: Ann Hight, Tina Inzerilla, John Ruys, Mark Tarte, Scott Vigallon

Guests: Elena Cole

- I. **Set Agenda** – The meeting was called to order at 2:37 pm.

- II. **Approval of Minutes from April 6, 2015**
MOTION made to **APPROVE** the draft minutes from March 2, 2015.
MSC: M.Tarte / A.Hight

- III. **Administrative Update** – No report

- IV. **eLumen Update** – Scott Vigallon
As of today, 90% of courses have been assessed. Courses incorrectly listed as not having completed SLO's were removed, reducing the actual number still without. The final of this report will be placed in the repository in May or June 2015.

- V. **SLO Liaison Update** – John Ruys
A SLO survey was sent and has been completed by 46 full-time faculty and 15 part-time. Various ways have been used to encourage faculty to complete the survey, and remind them that there still is time to send in their responses.

- VI. **Accreditation Review** – Elena Cole
Accreditation Standard (2A.1c): *The institution identifies student learning outcomes for courses, programs, certificates, and degrees; assesses*

student achievement of those outcomes; and uses assessment results to make improvements.

The narrative for this standard was reviewed. The descriptive summary described what the college is doing with SLO's, the type of outreach the college has used, and the assessments and in which areas. Listed but not limited to included assessments in English, Math, Business, ESL, Chemistry, and Geology areas. As for Core Competencies, in order to assess college-wide progress, results of all SLO's were aggregated across all courses and programs at the college and the results of each were analyzed to determine the degree of mastery. This information was then used by the IPC (Integrated Planning Committee) to help with the college's planning priorities.

Accreditation Standard (2A.2h): *The institution awards credit based on student achievement of the course's stated learning outcomes. Units of credit awarded are consistent with institutional policies that reflect generally accepted norms or equivalencies in higher education.*

The descriptive summary for this standard covered how course credit is awarded to students by following the measurable objectives stated in course outlines of record, and are correlated with the student learning outcomes for each course.

Accreditation Standard (2A.2i): *The institution awards degrees and certificates based on student achievement of a program's stated learning outcomes.*

The descriptive summary for this standard explained how the SLO Committee oversees the process of linking the outcomes for each course within a program to program-level outcomes and core competencies.

Each standard was individually discussed. There were changes made to the wording, rearrangement of various sections within each standard, and also if the information and evidence pointed to whether the college had met each standard.

A draft of the self-evaluation report will be available on the LPC website on May 16. Everyone is encouraged to read the report and provide feedback.

VII. Software – John Ruys

Regarding software, Jeannine Methe (Chief Technology Officer) has set aside money for the college, if there is interest in researching other

software options besides eLumen. At the moment no changes are planned to the system already in place until after the accreditation. If a decision to update eLumen is made, the Instructional Technology Department will need one semester to begin the implementation of the updated version for use the following semester. No matter if a new system is implemented or the current one upgraded, there will be lots of up-front work involved related to customizing whichever is selected.

VIII. Committee Charge and Meeting Frequency – John Ruys

With Tina Inzerilla stepping down as Chair of the SLO committee, John Ruys has stepped in as next year's chair. It is known that the Curriculum Committee does not have the capacity to evaluate SLO's to make certain they are included in the curriculum. Even though this is not included in the SLO Charge, if this committee makes sure that the SLO's are similar to the measurable objectives as curriculum comes through, some sort of formalized process could be established. Just like the curriculum committee checks for measurable objectives, this committee would check for SLO's.

John went on to say that there should be a more systematic process to evaluate course SLO's and make sure that core competencies are also mapped. A recommendation from the common grounds group is to automatically notify the SLO Chair of any new curriculum. In CurricuNET a box will be added which faculty can check that verifies that the SLO's are the same as the measurable objectives. The SLO Chair would then enter the measurable objectives and the faculty would decide which of those listed to assess in a cycle.

Members of the SLO committee suggested that a quality review of existing outlines be performed. Also, establish a systematic format and begin reporting out more frequency SLO information by way of a newsletter. Relay SLO information at new faculty orientation and have them share best practices, or other helpful information.

The SLO committee will be meeting twice a month during the next academic year, and will make this a permanent change in the Charge. The additional meetings will assist with the backlog of existing courses, and any new curriculum that comes through. Flex and college days, as well as other opportunities, will be used to complete SLO's.

IX. SLO Survey – Discussed in Agenda Item V.

X. Review Process – Tina Inzerilla

During the Summer John Ruys will begin reviewing course outline of record for SLO's and measurable objectives to see whether there is a correlation between the two. He will also be working with the deans and the VP of Academic Services to make certain that all faculty are encouraged to put objectives or SLO's on their syllabi. As things progress, he will also follow up with faculty who have new courses, and those who have courses without measurable objectives or SLO's.

XI. Next Steps for 100% SLO Completion – Tina Inzerilla

SLO's for the college is about 90% complete. An email will be sent thanking the faculty for their hard work and encouraging them to continue writing their SLO's since only a small push is needed to get to 100%.

XII. Adjournment – Meeting ended at 4:20 pm.

C.McCauley