Minutes

Student Learning Outcomes Committee
December 2, 2013
2:30 p.m. – Room 2411A

Present: Candace Brown, Yuan Chuang (ASLPC Rep), Moh Daoud, Jose Gutierrez (ASLPC Rep), Tina Inzerilla, Marilyn Marquis, Paula Schoenecker, Scott Vigallon, Janice Noble

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I. **Agenda Set** – The meeting was called to order at 2:34 p.m.

II. **Approval of Minutes** – **MOTION** made to **APPROVE** the draft minutes from November 4, 2013.

MSC: P.Schoenecker / S.Vigallon / **APPROVED**

III. **Administrative Update** – As ALO (Accreditation Liaison Officer), Dr. Janice Noble asked the Committee to consider offering a SLO workshop focusing on assessments. Flex Credit for full-time faculty and other type of compensation for part-time faculty could be an incentive for attending. She suggested the workshops begin in the Spring and offered each semester until the accreditation is complete. Changing the focus from how to write SLOs to the benefits students and faculty teaching would come out with may stir interest and increase the number of assessments written.

Dr. Noble also mentioned that the second hour of the next Town Meeting includes meeting with the accreditation chairs and providing additional information. Shared will be a more formal timeline, unit responsibilities, and information regarding the written report for each standard. A worksheet will be distributed to assist with analyzing the standards assigned and draw out the following:

1. Description Summary
2. How the College complies with the standard
3. Action or Improvement Plan
4. Type of Evidence – where it is found

IV. **eLumen Update** – Scott Vigallon reported that eLumen had postponed the November 14th demonstration of the 5.0 version until after the holidays. eLumen is now working on a 5.1 version and a demonstration is scheduled to take place sometime in February. The additional fee eLumen was also going to place for data migration performed after January 1st has been waived, and the agreement from Chabot for upgrading has not yet been received.

V. **Students and SLOs** – The committee's new ASLPC representative, Yuan Chuang, was asked if he was familiar with the meaning of SLOs. After four semesters at LPC he admitted he knew very little. He mentioned hearing about SLOs at an ASLPC meeting, and has heard very little from his instructors.

An ad about SLOs was placed in the Naked Magazine last year that the committee was considering repeating. Jose Gutierrez stated that the ASLPC had also discussed ways of how to get information out to students. Not all students read the school's magazine or newspaper, although he did notice that the tri-folds placed on the tables in the cafeteria drew their attention. The bulletin boards hold lots of information but are generally not perused unless students are looking for something specific.

Comments of why SLO information may not be spreading throughout the campus were thought to be that faculty were not sure how to present the information; SLOs were listed on the syllabus and perhaps not verbally mentioned; full-time faculty may not be in contact or know the part-timers in their discipline. A suggestion was made to randomly review course syllabi to check to see whether SLOs were listed.

The repeatability issue and a new rubric started a brief discussion involving updating and matching SLOs to new courses. A letter written by Candace Brown and Paul Sapsford was read encouraging part-timers to become involved, and to contact full-time faculty for assistance or information.

Tina will send an email by the end of this semester letting faculty know that SLOs are directly related to the accreditation process. Students, faculty, staff, and administration should know what SLOs are, and that our students are the ones who know the least. The description of an SLO and a list of courses, degrees/certificates without SLOs or assessments will be included.

VI. **Core Competency and Program Level Reports** – Tina Inzerilla displayed an overall SLO Course Achievement Report that covered Core Competency and Program Levels. The competency results were as of December 1 during the Fall 2013 and Spring 2013 semesters. The areas listed were Communication, Creativity and Aesthetics, Critical Thinking, Respect and Responsibility, and Technology. The college-wide results will be available on the SLO website under Core Competencies. Tina will contact Melissa Korber during the Spring Semester regarding an article or editorial featuring the results in a future issue of the Express.

VII. **Publicizing SLOs and Results** – Information pertaining to SLOs and the outcome results of a program and degree/certificate were displayed. It has been heard that the accreditation may require publicizing this type of information. The question was asked if anyone would be opposed to having results of their program, degree or certificate made public. Results for disciplines that are programs would be measured with a GE outcome. Only programs that have completed or plan on completing a Program Outcomes form can have this information generated. The form and guidelines for completing this process can be accessed by clicking on the following link: http://www.laspositascollege.edu/slo/program.php

The idea of promoting SLOs by adding it to the Blackboard template came up during a spontaneous conversation. There are approximately 500 sections using Blackboard that the average student taking multiple classes most likely has one class using Blackboard. Faculty list course information, materials, syllabus, and SLOs could be added. Scott Vigallon will present the idea at the next DE meeting and connect with members who communicate with the DE committee at Chabot, since both colleges will need to be on board.

The Committee was fine with having the results publicized since the information contained is collective (a group of courses), and not a specific course. This information is to be presented at the next division meetings so that faculty is made aware of what will be posted on the Student Results link. As mentioned prior, only those disciplines that complete a Program Outcomes form will have their results posted on the Student Results website sometime in Spring Semester. Any questions can be directed to the SLO committee.

VIII. **Assessment Deadline** – A reminder will be sent to all faculty before the end of this semester by Tina Inzerilla, encouraging them to complete their assessments by January 20, 2014.

IX. **College Catalog** – Suggested was to include in the upcoming College catalog was:

* Core Competencies – summarizing each competency
* SLO – Definition to be taken from accreditation standard
* Mission, Vision, Values Statement – Cabrillo College outline

X. **SLO Committee Accreditation Assignments** – The Committee received a copy of Accreditation Standards that they will be responsible for and begin working on next semester.

Program review summaries have been completed and placed on their website. SLO committee members will be reviewing the content in the sections pertaining to SLOs. If those sections need to be revised to draw out more SLO information, members are to bring their suggestions back to the SLO committee. A rubric will be provided at the February meeting for members to use as a guide during their reviews.

XI. **Adjournment** – 4:26pm

C. McCauley