



# Student Learning Outcomes Committee

## Draft Minutes

March 24, 2025 | 2:30 PM | Room 21147 + Zoom for Guests

[This meeting is in-person in Room 21147.](#)

### LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

### LPC Planning Priorities

- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

SLO Committee 24-25      Quorum: 4

### Voting Members:

John Rosen (Chair; BSSL)  
Alaina Osuka (SLO Support)  
Kimberly Burks (Student Services)  
Jennifer Decker (STEM)  
Stuart McElderry (Dean, BSSL)  
Julia McGurk (A&H)  
Abigail Brandel (Student Rep)

### Guests:

- 1. Call to Order** John Rosen  
2:38pm
- 2. Review and Approval of Agenda** John Rosen  
First – JM  
Second: JD  
Disc: KB: Add follow-up on student services discussion (SAOs)  
JR: Amend next meeting: April 14  
Unam.
- 3. Review and Approval of Minutes (3/10/2025)** John Rosen  
**JD: First; KB: Second**  
**JM Abstain**  
**All else approve**
- 4. Public Comment** (This time is reserved for members of the public to address the SLO Committee. Please limit comments to three minutes. In accordance with the Brown Act, the SLO Committee cannot discuss or act on items not on the agenda.)
- 5. Reports**
  - Chair's Report John Rosen
  - See Attached
  - Administrator's Report Stuart McElderry
- 6. Discussion Items**
  - Shared Governance Worksheet John Rosen
  - Amended Item: SAOs Kimberly Burks
    - (Org chart – needs to be updated)
    - Student Serviced, Enrollment Services; Equity
      - SAO in each service area
      - Multiple divisions (library)
  - Summary from conversation at previous SLO meeting, reported out by KB:
    - There is an urgent need for someone to populate spreadsheet in preparation for the SAO data upload to Meta.
    - 2. We need a service area outcome Subject Matter Expert (SME) for the Meta implementation of SAOs. *This person will likely need to commit 3 to 4 hours per month starting in April and continuing throughout the summer and next academic year (The estimate of hours was taken from a very informal side conversation with John.*
    - 3. An SAO process, possibly in the form of a quick reference guide, is required to simplify and encourage the creation, updating, and assessment of SAOs.

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- 4. It has been noted that Student Services has not been receiving monthly updates regarding SAOs. Reminders need to be sent to reminder coordinators and directors to do the following:
  - 4a. Develop any missing SAOs and submit them manually via email to John and Alaina.
  - 4b. Review current SAOs for relevance to the service areas and college mission.
  - 4c. Create a 3-year assessment plan where it doesn't exist and email it to John and Alaina.
  - 4d. Report on SAO findings and assessments each year as part of the annual Program Review.
  - 4e. Present overall findings for the 3-year plan in the designated PR cycle.
- 5. JG: Not enough SAO representation for the SLO committee to review and approve effectively. Should there be a separate SAO committee or perhaps a co-chair SLO/SAO chair situation (split CAH 50-50 or 67-33)?

○

**All approve revisions to membership**

### 7. Informational Items

**Friday SLO Talks** hosted by SLO COACHes

> Register here: [https://rscdd-edu.zoom.us/meeting/register/tZcvfumuqDMtG9Wj53AmCE\\_0mM230UFSfBNc#/](https://rscdd-edu.zoom.us/meeting/register/tZcvfumuqDMtG9Wj53AmCE_0mM230UFSfBNc#/)

**LPC SLO/SAO Coaching**

> **By appointment**, via Zoom or in-person. *Contact John Rosen.*

**Good of the Order**

**Adjournment : 4:01 meeting adjourned**

**Next Regular Meeting:** April 21, 2025

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### Chair's Report: March 24, 2025

#### SLO Follow-Up

**APAG 2, 3, and 4:** The SLOs were the same – we had a question about whether to specify/clarify the word “procedures” to fit the specific topic of the class. Brian wants to keep as is, since the SLO for those courses can be assessed in many different ways. So we will leave as is.

#### **AAG AUTOMOTIVE EMISSIONS TECHNICIAN - CERTIFICATE OF ACHIEVEMENT AND AAG AUTOMOTIVE TECHNICIAN - CERTIFICATE OF ACHIEVEMENT**

- WE HAD A QUESTION ABOUT THE ACRONYM “OIS” – HE SAID ANY STUDENT WOULD KNOW WHAT THAT WAS AND TO KEEP IT AS IS.
- THE TWO PLOs WERE THE SAME. HE SAYS TO LEAVE THE AUTOMOTIVE EMISSIONS TECHNICIAN THE SAME. CHANGE THE AUTOMOTIVE TECHNICIAN TO : "AT THE COMPLETION OF THIS PROGRAM THE STUDENT WILL BE ABLE TO DIAGNOSE AND REPAIR A VEHICLE USING THE CORRECT SERVICE INFORMATION." – **CHANGE MADE IN C-NET**

#### **ARTS 29 - INDEPENDENT STUDY, STUDIO ARTS**

DAVE W. LIKED OUR CHANGES. **CHANGES MADE IN C-NET**

#### **Geol 11 – Introduction to Climate Science**

DANI B. LIKED ALL OF OUR CHANGES.

FOR SLO “D”, AGREED WITH OUR SUGGESTION TO USE “IMPACT” INSTEAD OF “IMPORTANCE”

**CHANGES MADE IN C-NET**

#### **PROGRAM REVIEW**

UPDATE FROM KARIN: PR COMMITTEE OKAY WITH OUR QUESTION – HOWEVER THEY WANTED TO KNOW IF THERE WOULD BE A SIMILAR QUESTION (WHAT SLO/SAO(S) DID YOU ASSESS AND WHAT DID YOU LEARN) ADDRESSED ANYWHERE IN CURRICUNET. THE CONCERN IS THAT IT WOULD BE REDUNDANT TO HAVE IT ON PR REVIEW IF IT WAS PART OF THE ASSESSMENT IN C-NET.

I RESPONDED – CLARIFYING THAT THE REFLECTION QUESTIONS ARE FOR THE INDIVIDUAL FACULTY ASSESSMENTS, WHEREAS THE PROGRAM REVIEW IS MEANT TO BE AN AGGREGATE/PROGRAM LEVEL ANALYSIS – SO THAT IT WASN’T REDUNDANT (AND THE PR REPORTING IS CONSIDERED PART OF OUR SLO REVIEW/ANALYSIS PROCESS).

KARIN REPLIED THAT SHE WOULD LET THE COMMITTEE KNOW TO PUT OUR QUESTION IN THE PR REVIEW.