Minutes

Student Learning Outcomes Committee
February 3, 2014
2:30 p.m. – Room 2411A

Present: Candace Brown, Moh Daoud, Jose Gutierrez (ASLPC), Tina Inzerilla, Marilyn Marquis, Jessica Samorano (ASLPC Rep), Paula Schoenecker, Mark Tarte, Scott Vigallon, Janice Noble

Guest: Leim Humyh, Jeannie Methe, Rachael Ugalle

I. **Agenda Set** – The meeting was called to order at 2:35 p.m.

II. **Approval of Minutes** – **MOTION** made to **APPROVE** the draft minutes from December 2, 2013.

MSC: M.Tarte / M.Daoud / **APPROVED**

III. **eLumen Demonstration** – An eLumen representative conducted an interactive demonstration of the newest version of their software 5.1 to a room full of faculty, students, classified staff, and administrators who were in attendance at this SLO committee meeting. The intent was to show faculty how easy it was to score an assessment in this new version. Also, entering and viewing "closing the loop" comments that are required by ACCJC, showing how easy it is to map course outcomes to the core competencies, and setting up assessments that can be used in all sections of a course.

The conversion will go into effect automatically with all CSLOs, ISLOs, and SLOs being brought with their rubric over to the new version, as well as previously set-up assessments, and mapping completed for CSLOs to core competencies. Assessment scores and reports will be in either Excel, PDF or HTML formats. Automatic reminders have been added

that will remind faculty of when assessments are ready to be scored, or there is a "closing the loop" comment that needs a response. Also, there are new and improved tools that will help with program review and teaching initiatives throughout the college.

The discussion was then opened to questions and further explanation in areas of interest from those who will be using this software. There are many other features that can be accessed with this new version that were not touched upon during this demonstration.

In closing, the presenter stated that, "Clients who have already begun to work with the new version have found it to be intuitive and a breeze to learn."

IV. **Administrative Update** – None

V. **eLumen Update** – Scott Vigallon reported that at the January 31st DE meeting the suggestion from the SLO committee of possibly adding a menu item to the default course menu labeled Student Learning Outcomes was presented. He explained that the SLO committee believed that this would promote SLOs, help focus student learning and become evidence of the college's commitment to SLOs. The idea was welcomed although this was seen as a way for other groups to want to promote their areas. Also, requiring faculty to add SLOs to their syllabi would mean consulting with the FA, and since we share the blackboard system with Chabot they would also need to agree.

A brief discussion ensued regarding how to meet the accreditation standard, and convey to the faculty the need to include SLOs without involvement from the FA. The conclusion was to have the SLO committee come up with a recommendation and leave it up to the faculty as to whether they wanted to comply or not.

VI. **Evaluating SLO Section in Program Reviews** – Each member of the SLO committee will be reviewing program reviews and evaluating the SLO content found in each. A form was presented that will help with documenting this information that asks how frequent the SLOs and SAOs are assessed. The analysis section of the form asks for evidence, and if assessments for DE courses were discussed how were they addressed. Also, how are resource requests supported in the program review, and how are future plans for assessments summarized.

There was a brief discussion aimed at rewording the questions that are to be used while reviewing each program review. Tina Inzerilla will be sending out the revised list of questions along with the list of disciplines each committee member has been assigned.

VII. **Accreditation Sections Assigned to SLO Committee** – The following accreditation section assigned to the SLO committee was discussed.

IIA1c) 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 following questions were asked to derive at the answers.

A) What student learning outcomes has the institution identified for its courses, programs, certificates, and degrees? - The answer is that the evidence can be found in eLumen. If a certificate or degree is not offered, that discipline can voluntarily write a program review to promote their "program."

B) How and by whom are student learning outcomes and strategies for attaining them created? SLOs (Student Learning Outcomes) are created by faculty, and depending on the discipline, SAOs (Service Area Outcomes) may be created by faculty and department leads.

How and by when are student learning outcomes and program outcomes assessed? - They are assessed with a brief annual program review, and a detailed report each 3rd year.

How are the results used for improvement? – Improvement could be measured by how faculty communicate with one another by looking at SLOs results and discussing generating assessment tools, or ways a particular course can be taught. This question requires additional interpretation and perhaps examples can be used.

C) Are student learning outcomes verifiably at the collegiate level? – Find evidence of how SLOs have proven to be at the college level. More research is needed before proving complete answer.

What assessments are in place for measuring these outcomes? – Found in eLumen.

How effectively are the assessments working? – List one in particular and elaborate how it is working.

D) Will be discussed at the next SLO meeting. What dialogue has occurred about using assessment results to guide improvements to course, programs, etc.? What improvements have resulted?

VIII. Adjournment – 4:30 pm

C. McCauley