



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.

SLO Committee:

Members Present (voting):

Co-Chair: John Ruys- Absent

Co-Chair: Ann Hight

Administrators:

Roanna Bennie- Absent

Don Miller-Absent

Faculty Reps:

Mark Tarte

Marty Nash

Kimberly Tomlinson- Absent

Akihiko Hirose

Gina Webster- Absent

Classified:

Scott Vigallon

Members Present (non-voting):

Director of Research and Planning:

Rajinder Samra- Absent

Meeting Guests:

Angelo Bummer

Approved Minutes

1. Call to Order

Meeting called to order at 2:36 pm

2. Review and Approval of Amended Agenda (April 10th, 2017)

MOTION to APPROVE draft Agenda

MSC: Tarte/Vigallon /APPROVED

3. Review and Approval of Minutes (March 13th, 2017)

MOTION to APPROVE draft minutes from March 13th, 2017

MSC: Vigallon /Hight /APPROVED

4. Liaison Update

Angelo Bummer stated that he has worked to train Paul Sapsford is the new SLO Discipline Coordinator for Kinesiology in eLumen. He mentioned that some faculty have been confused by leveled or cross listed courses that appear as unassessed, but do not have any students enrolled. Scott Vigallon stated that at the last SLO Committee Meeting it was determined for the ACCJC annual report that we would treat families of courses as one courses and identify cross listed courses with zero enrollments to not be counted in the final numbers. Madeline Wiest was able to get reports of cross listed and courses in families from Banner. These reports were very difficult to decipher. Scott Vigallon specified that using this method the numbers that were reported to the ACCJC were much different that they had been reported in the past. In 2015 there were a total course 696, compared to this year at 597. In 2015 the total number of courses with ongoing assessments was 623, this year it was 497. He clarified that he notified Roanna Bennie, John Ruys and Ann Hight that neither he or Madeline Wiest could guarantee that those numbers are completely accurate, due to the complexity of the Banner reports and working across two eLumen systems. Madeline Wiest clarified that the cross listing that shows on the report from Banner, is cross listing in terms of scheduling not necessarily by curriculum. Scott stated that he and Madeline would prefer not to go through this process again.

Ann Hight indicated that she believes that the numbers of courses with assessments should have increased, as it would have eliminated courses that did not have students. Scott stated that he believes this may be because, despite the committee and liaison efforts, many faculty members have not been entering SLO assessments. Ann detailed that this also maybe because faculty are waiting to the end of this semester to assess, rather than understanding that they could enter past data. Hight asked that during division meetings this week the committee address the need for faculty to assess in eLumen.

Scott indicated that in order to use the process that the committee decided on to calculate, we would need a way to get an accurate report of all the cross listed and courses in a family each semester that should be removed from the calculations over a three-year period. The difficulties in getting accurate reports to capture the many different factors was discussed. It was decided by the Committee that for this year we can defend these numbers by providing context and we will have to review this process for next year.

Scott Vigallon quantified that we reported that there are 102 Programs with 91 having outgoing assessments. There are still some programs without PSLOs and there are still some programs that have not been mapped. Madeline Wiest indicated that in eLumen the Liberal Arts degrees are counted as one program, however in the future we should separate all of the different emphasis's to be separate degree, as that is how they are represented in the Curriculum Inventory. Also, the 102 programs include the Cisco Network Professional Certificate of Achievement, Emerging Technologies Career Certificate, and TCP/ IP Network Analysis Career Certificate, which have been deactivated by the Curriculum Committee, but it has not gone to Board. It was clarified that the Liberal Arts Degree does not currently have a coordinator in eLumen.

Marty Nash stated that some faculty members have expressed that they would like to get a confirmation once their SLO has been approved. Also, that the eLumen inbox headings can be difficult for faculty to understand. Ann Hight said that it is difficult, because once SLOs are approved they cannot be accessed until the new semester starts in eLumen. Madeline Wiest clarified that the semester to semester approval process is to align with SLOs on Syllabi and Course Outlines in CurricUNET. It was decided that the SLO Committee minutes would be sent out the campus so that faculty can check if their SLOs had been approved.

5. eLumen Updates

Scott Vigallon explained that there have been some eLumen updates. This includes that assessments can now be edited, including adding the reflection template. Madeline Wiest clarified that assessment cannot be edited after scores have been entered. Scott Vigallon explained that another new feature is that it is now an option that reflections can be shared anonymously. It was clarified that Las Positas did not make the decision. It was discussed that anonymous reflections may encourage more honest feedback.

6. Last Day to Submit CSLOs for Summer/ Fall is Monday, May 1st

Ann Hight stated that this was a more informational report.

7. ACCJC Follow Up Report

This item was previously discussed under the Liaison Update (Number 4).

8. Evaluator Team Visit Wednesday, April 19th

Ann Hight explained that the Accreditation Steering Committee will meet this Friday. She is not yet sure yet what the availability expectations are for the SLO Committee members.

9. CLSO Review:

a. New Business:

I. BIO 1B: General Zoology

- **CSLOs-** 1.) Upon completion of Bio 1B, a student should be able to conduct a research project and communicate experimental results using standard scientific methods. 2.) Upon completion of Bio 1B, a student should be able to explain and apply principles and processes of zoology and evolution at different organizational levels, from tissues to the ecological.

- **CSLOs Approved**
- II. BIO 1C: Cell and Molecular Biology
 - **CSLO-** Upon completion of Bio 1C, students should be able to explain and apply basic principles and processes of cellular and molecular biology at different levels, from the biochemical to the cellular
 - **CSLO Approved**
- III. ECD 87: Quality Environments for Infants/ Toddlers
 - **CSLO-** By the end of ECD 87 students will be able to demonstrate strategies to promote healthy relationships in the care and education of infants and toddlers
 - **CSLO Approved**
- IV. HIST 1: Western Civilization to 1600
 - **CSLOs-** 1.) Upon successful completion of History 1, students should be able to identify the major cultural developments in Western Civilization before 1600 2.) Upon successful completion of History 1, students should be able to identify the major economic developments in Western Civilization before 1600 3.) Upon successful completion of History 1, students should be able to identify the major political developments in Western Civilization before 1600 4.) Upon successful completion of History 1, students should be able to identify the major social developments in Western Civilization before 1600
 - **CSLOs Approved**
- V. HIST 2: Western Civilization since 1600
 - **CSLOs-** 1.) Upon completion of History 2, students should be able to identify the major cultural developments in Western Civilization before 1600 2.) Upon successful completion of History 2, students should be able to identify the major economic developments in Western Civilization before 1600 3.) Upon successful completion of History 2, students should be able to identify the major political developments in Western Civilization after 1600 4.) Upon successful completion of History 2, students should be able to identify the major economic developments in Western Civilization after 1600 5.) Upon successful completion of History 2, students should be able to identify the major cultural developments in Western Civilization after 1600 6.) Upon successful completion of History 2, students should be able to identify the major economic developments in Western Civilization after 1600
 - **CSLOs 3, 4, & 5 Approved, CSLOs 1, 2, 6 Not Approved-** John Rosen asked for the committee to remove the first two SLOs, as they were created in error. Last SLO denied as duplicate.
- VI. HIST 7: US History Through Reconstruction
 - **CSLOs-** 1.) Upon successful completion of History 7, students should be able to identify the major social and cultural developments in United States History before 1877 2.) Upon successful completion of History 7, students should be able to identify the major political developments in United States History before 1877 3.) Upon successful completion of History 7, students should be able to identify the major economic and technological developments in United States history before 1877 4.) Upon successful completion of History 7, students should be able to demonstrate an understanding of both the United States' influence around the world and the ways in which the United States has been shaped by people, goods, ideas, and events originating beyond its borders (before 1877).

- **CSLOs Approved**- Committee decided that the use of brackets in the last SLO was ok.
- VII. HIST 8: Western Civilization Post-Reconstruction
- **CSLOs**- 1.) Upon successful completion of History 8, students should be able to identify the major social and cultural developments in United States History since 1877 2.) Upon successful completion of History 8, students should be able to identify the major political developments in United States History since 1877 3.) Upon successful completion of History 8, students should be able to identify the major economic and technological developments in United States History since 1877 4.) Upon successful completion of History 8, students should be able to demonstrate an understanding of both the United States' influence around the world and the ways in which the United States has been shaped by people, goods, ideas, and events originating beyond its borders (since 1877).
 - **CSLOs Approved**- Committee decided that the use of brackets in the last SLO was ok.
- VIII. KIN GF1: Golf 1
- **CSLO**- Upon completion of KINGF1, the student will be able to analyze the influence of alignment and grip on ball flight
 - **CSLO Approved**
- IX. KIN GF2: Golf 2
- **CSLO**- Upon completion of KINGF2, the student will be able to illustrate how a golfer creates lag in the golf swing
 - **CSLO Approved**
- X. KIN GF3: Golf 3
- **CSLO**- Upon completion of KINGF3 the student will be able to assess the significance of the hip pivot movement and its role in creating distance in golf ball flight
 - **CSLO Approved**
- XI. MSCM 16B: Express College Newspaper B
- **CSLO**- Upon completion of Mass Communications 16B, the student should be able to critique The Express, demonstrating intermediate-level understanding of the standards of journalism, including effective use of journalistic writing style, visuals, design, layout, and editing.
 - **CSLO Approved**
- XII. MSCM 32A: Introduction to Radio Production
- **CSLOs**- 1.) Upon completion of MSCM 32A, students will be able to apply recording and editing techniques in order to produce a variety of audio files for radio. 2.) Upon completion of MSCM 32A, students will be able to apply time management skills in order to comply with a radio production schedule. 3.) Upon completion of MSCM 32A, students will be able to produce radio shows using multi-platform sources in order to deliver media to an audience. 4.) Upon completion of MSCM 32A, students will be able to identify and analyze the role of media in society through research projects.
 - **CSLOs Approved**
- XIII. MSCM 32B: Introduction to Radio Production
- **CSLOs**- 1.) Upon completion of MSCM 32B, students will be able to apply advanced recording and editing techniques in order to produce a variety of audio files for

radio. 2.) Upon completion of MSCM 32B, students will be able to apply time management skills in order to comply with a radio production schedule. 3.) Upon completion of MSCM 32B, students will be able to apply leadership strategies in order to coordinate a team in the production of live events. 4.) Upon completion of MSCM 32B, students will be able to apply marketing strategies in order to establish relationships with sponsors and listeners.

- **CSLOs Approved**

XIV. MUS 17B: Jazz Combo 2

- **CSLO-** Upon completion of MUS17B, students will study, interpret, and perform intermediate and advanced jazz repertoire in a combo setting.
 - **CSLOs not Approved-** The committee was concerned regarding the use of word “study”. The language of “will be able to” should perhaps be edited.

XV. MUS 18B: Jazz/ Pop Piano 2

- **CSLOs-** 1.) Upon completion of MUS 18B, students will master the ability to interpret and perform intermediate lead-sheets 2.) By the end of Mus 18B, students will apply intermediate jazz/pop voicings and stylistic approaches to jazz/pop repertoire.
 - **CSLOs not Approved-** Initial introduction should match and language of “will be able to” should be added.

XVI. MUS 26: Methods/ Materials/ Piano Tchrs

- **CSLO-** Upon completion of MUS 26, students will demonstrate the ability to select appropriate piano method books for a variety of piano students.
 - **CSLOs not Approved-** Concern over the use of “will demonstrate”, which is more like an action in process rather than an outcome.

XVII. MUS 28: Keyboard Skills

- **CSLO-** Upon completion of MUS 28, students will be able to apply theory and technique to a variety of piano repertoire.
 - **CSLO Approved**

XVIII. VCOM 52: Introduction to Typography

- **CSLO-** 1.) A student who successfully completes VCOM52 should be able to Describe how type is used in graphic design and the relationship between type and the visual message it conveys; Manipulate type for effect (e.g., to create a mood, to make an impact) 2.) A student who successfully completes VCOM52 will be able to identify and use terminology related to the “anatomy of letters”, and describe how these elements are used to create and measure fonts in typography. Identify fonts by classification and their place in history. 3.) A student who successfully completes VCOM52 will be able to make compositional decisions using letterforms as design elements. Select typefaces appropriate to a project’s design and communication goals Work with a variety of high-contrast visual relationships. Use type as shape. 4.) A student who successfully completes VCOM52 will be able to design effective page layouts using appropriate typesetting techniques, paying special attention to typeface choice, size, spacing, line length, and page grid.
 - **CSLOs not Approved-** All outcomes should have parallel language. Perhaps, for each outcome the two sentences can be combined to be one. The SLOs seem more like objectives rather than an outcome.

XIX. VCOM 53: Photoshop I

- **CSLOs-** 1.) A student who successfully complete VCOM53 will be able to use Photoshop tools to manipulate images for retouching, color correction, and basic adjustments. 2.) A student who successfully complete VCOM53 will be able to use various tools for creating Selections, Mask, and Alpha Channels to isolate and manipulate images. 3.) A student who successfully complete VCOM53 will be able to create photographic montages using Adobe Photoshop.
 - **CSLOs not Approved-** “complete” needs to have an “s” to be grammatically correct
- XX. VCOM 58: Photoshop II
- **CSLO-** 1.) Students who successfully complete VCOM58 will be able to create accurate electronic files for delivery to screen (web, app development, multimedia) and print (prepress, photo prints). 2.) Students who successfully complete VCOM58 will be able to generate special effects in Photoshop using filters, adjustment layers, layer masks, and layer effects. 3.) Students who successfully complete VCOM58 will be able to apply design principles in relationship to digital image painting manipulation, illustration and other composition tasks. 4.) Students who successfully complete VCOM58 will be able to compose and manipulate a variety of images from various sources into photo-realistic composites.
 - **CSLOs Approved**
- XXI. VCOM 59: Illustrator II
- **CSLOs-** 1.) Students who successfully complete VCOM59 will be able to set up a perspective grid using the perspective tools and apply the basic principals of linear perspective. 2.) Students who successfully complete VCOM59 will be able to create artwork that is easy to revise and modify. Students will be able to change the color scheme, filters, and other appearance attributes. 3.) Students who successfully complete VCOM59 will be able to incorporate raster images into their work and be able to develop their artwork using both raster and vector art.
 - **CSLOs 1 & 3 Approved, CSLO 2 not approved-** Second SLO seems to be more like a rubric and should be updated to be one sentence.
- XXII. VCOM 60: Creative Portfolio/ Self Prom
- **CSLOs-** 1.) Students who successfully complete VCOM60 will be able to prepare a personal portfolio and related self-promotional materials to industry standards for several possible practical applications. 2.) Students who successfully complete VCOM60 will be able to prepare a personal résumé tailored to industry standards. 3.) Students who successfully complete VCOM60 will be able to strategize effective self-promotion of ideas and skills for employment in the visual communications world. 4.) Students who successfully complete VCOM60 will be able to make oral and visual presentations of her/his professional portfolio and self-promotional materials to industry standard.
 - **CSLOs 1, 2, 3 Approved, CSLO 4 not approved-** “her/ his professional portfolio” should be “their professional portfolios”
- XXIII. VCOM 64: InDesign I, Layout Techniques
- **CSLOs-** 1.) Students who successfully complete VCOM64 will be able to apply the fundamental principals and considerations of page layout design. Students will properly set up a document to correct trim, bleed, margins, page count, and folds. 2.) Students who successfully complete VCOM64 will be able to identify various image formats and its features and limitations. They will use appropriate image

types in page layout at the correct size, resolution, and color space. 3.) Students who successfully complete VCOM64 will be able to utilize typographic tools and typesetting features in InDesign. They will effectively use type with appropriate consideration to font, style, size, location, and formatting in regards to legibility of text. 4.) Students who successfully complete VCOM64 will be able to effectively combine text and images into a single layout and manage all related art assets for final output.

- **CSLO 4 Approved, CLSO's 1, 2, 3, not Approved-** First three SLOs should be modified to only be one sentence.

XXIV. VCOM 65: Elect Prepress/ Print Prod

- **CSLOs-** 1.) Students who complete VCOM65 will be able to use InDesign at the most industry-standard level to design and pre-flight work for print production taking into account technical requirements as well as layout and design principles. 2.) Students who complete VCOM65 will be able to use Illustrator at the most industry-standard level to design and pre-flight work for print production taking into account technical requirements as well as layout and design principles. 3.) Students who complete VCOM65 will be able to use Photoshop at the most industry-standard level to design and pre-flight work for print production taking into account technical requirements as well as layout and design principles.
- **CSLOs not Approved-** Concern over the meaning of “at the most”, can perhaps be rewritten with clearer language.

10. PLSO Review:

b. New Business:

I. Communication Studies AA-T

- **PSLOs-** 1.) Describe the Communication discipline and its central questions 2.) Employ communication theories, perspectives, principles, and concepts 3.) Engage in communication inquiry 4.) Create and deliver messages appropriate to the audience, purpose, and context 5.) Critically analyze messages 6.) Apply ethical communication principles and practices 7.) Utilize communication to embrace difference.
- **PSLOs Approved-** PSLOs require Introductory language of “Upon successful completion of the Communication Studies AA-T, the student will be able to”. These SLOs will be in the 17-18 Catalog.

II. Enology AS

- **PSLOs-** 1.) Upon successful completion of the A.S. in Enology, the student will have working knowledge of the processes of the chemical analysis of wines 2.) Upon completion of the A.S. in Enology, the student will have working knowledge of the organoleptic requirements of a sound wine through the processes of sensory analysis 3.) Upon completion of the A.S. degree in Enology, the student will be proficient in all aspects of winery sanitation from the press-pad to the winery and all equipment that is utilized during the winemaking process
- **PSLOs Approved-** These SLOs will be in the 17-18 Catalog.

III. History AA-T

- **PSLO-** 1.) Upon successful completion of the A.A.T. in History, students should be able to demonstrate critical thinking as they identify and use various types of historical sources. 2.) Upon successful completion of the A.A.T. in History, the students should be able to demonstrate critical thinking by citing appropriate

historical evidence to explain change over time. 3.) Upon successful completion of the A.A.T. in History, the students should be able to use primary and/or secondary sources to argue a historical thesis.

- **PSLOs Approved-** PSLOs previously approved, but pending mapping. These SLOs will be in the 17-18 Catalog.

11. Administrative Update- No Update

Roanna Bennie

12. Adjournment at 4:21 pm

13. Next Regular Meeting (Monday, April 24th, 2017)