



Approved Minutes

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

Co-Chair: Ann Hight

Administrators:

Roanna Bennie

Don Miller-Absent

Faculty Reps:

Mark Tarte-Absent

Marty Nash- Absent

Kimberly Tomlinson- Absent

Akihiko Hirose

Gina Webster

Classified:

Scott Vigallon

Members Present (non-voting):

Director of Research and Planning:

Rajinder Samra- Absent

Meeting Guests:

Angelo Bummer

Phat Nguyen Le

1. Call to Order

Meeting called to order at 2:33 pm

2. Review and Approval of Amended Agenda (March 13th, 2017)

MOTION to APPROVE draft Agenda

MSC: Hight/Vigallon /APPROVED

*Addition discussion item added- 11.) March 27th SLO Committee Meeting- Potential Cancellation?

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

MOTION to APPROVE draft minutes from February 13th, 2017

MSC: Hight/Vigallon /APPROVED

4. Review and Approval of Minutes (February 27th, 2017)

MOTION to APPROVE draft minutes from February 27th, 2017

MSC: Hight/Vigallon /APPROVED- 1 Abstention

5. Courses Needing Assessment

John Ruys stated that Marty Nash and Angelo Bummer have sent out e-mails to the Discipline Coordinators of all of the courses that have not yet been assessed in the new eLumen. There has already been a large response to these emails and many Discipline Coordinators have forwarded it to their adjunct faculty. It was clarified that the eLumen report, which shows which courses have not been assessed, does seem to be largely accurate, with some exceptions. There is some confusion because many programs have deactivated SLOs for which they have entered data. This is to be expected as departments are changing the way that they look at SLOs. Scott Vigallon requested clarification on what should be included on the ACCJC annual report. The committee decided that it should include data from inactive SLOs. The number of courses should exclude cross-listed and leveled courses, which should be counted as one course. Madeline Wiest will ask Andrea Migliaccio for a Banner report of the cross-listed courses each semester. Roanna Bennie stated that the last day that she would need to receive that data before the annual reports needs to be certified on March 31st. She stated that on an aspirational level, leveled courses should have their own SLOs that should be assessed, but that our campus is not yet at that level. Angelo Bummer stated that the eLumen help session have an average of 1 to 4 people attending each one, with more sessions scheduled this week.

6. Program Review SLO Section

John Ruys explained that the Program Review Committee is moving toward a yearly program review, but without the large narrative section. John, Ann, and Karin Spirn worked on the SLO section of Program Review to keep faculty reflecting on their data. It will be similar to last year asking what course or program that will be analyzed, what SLO or SAO will be analyzed, what was the data, discuss any

actions that were taken and how that effected student achievement, and any actions that will be taken moving forward. This will create system were they are asked: What do you think that you are going to analyze next year? Then the following year ask what were the results of the analyzation. We are trying to get faculty to look at their data across years and to systemize their assessments. An important part of the data will be how the CLSO/ SAO data will roll up to the PSLO and ISLO data. Roanna Bennie mentioned that the Accreditation Team will likely meet to the SLO Committee, so it was verified that this would be a good time for the Committee to meet with the team. They may like to meet with the SLO Liaisons separately.

7. ACCJC Annual Report- Due March 31

The ACCJC annual report no longer has a narrative portion for SLOs like previous years. It is believed that this will be discussed at the ACCJC conference in April.

8. eLumen Discussion

It was discussed the eLumen removed the edit function in eLumen. Ann Hight mentioned that while this eliminates faculty from being able to circumvent the workflow it can also be problematic. This makes it so that if a faculty member has made a small error they cannot correct it. It was clarified that there have been several SLOs that have been submitted that have gotten stuck with in the workflow. Angelo Bummer specified that an issue that he has run into is that faculty that cannot go back and edit an assessment to link the reflection template. Scott Vigallon updated everyone on the integration with Canvas. His intention was to test the integration on both the eLumen and Canvas test sites, but is unable to do this because he is not a faculty member in Canvas and thus does not have any students. eLumen sent him an e-mail that they are currently working to make testing possible. In order to test the integration now, he will need to put it on the production site. Currently, the integration is one way from eLumen to Canvas. eLumen estimates that the integration will become two way next November. The committee agreed that it was ok to implement integration on the production site.

9. CLSO Review:

a. Old Business:

1.AUTO SDR: Specified Diagnostic and Repair

- **CSLO**- Upon completion of AUTO SDR, student should be able to apply safety precautions in shop lab exercises
 - **CSLO Approved**

2.BIO 1B: General Zoology

- **CSLO**- 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
 - **CSLO Approved**

3.ECD 56: Child Growth and Development

- **CSLOs**- 1.) By the end of ECD 56 students shall be able to: Identify cultural, economic, political and historical contexts that impact children's development. 2.) By the end of ECD 56 students shall be able to describe development of children from conception through adolescence in the physical, social, emotional and cognitive domains.
 - **CSLOs Approved**- Madeline Wiest will remove “:” and make “Identify” lower case

4.MATH 2: Calculus II

- **CSLO**- Upon completion of Math 2, a student should be able to numerically evaluate an integral using the Simpson's Rule and determine the error.

- **CSLO Approved**

5.MSCM 32B: Intermediate Radio Production

- **CSLO**- 1.) In Mass Communications 32B, Intermediate Radio Production, the student will produce a variety of audio files for radio, including a sound drop, promos, and intros or billboards, using advanced recording and editing techniques. 2.) In Mass Communications 32B, Intermediate Radio Production, the student will conduct live and interviews shows. 3.) In Mass Communications 32B, Intermediate Radio Production, the student will supervise and coordinate teams in the production of live events. 4.) In Mass Communications 32B, Intermediate Radio Production, students will participate in Radio Las Positas as staff managers, having real responsibilities by contract, and in positions of leadership. 5.) In Mass Communications 32B, Intermediate Radio Production, the student will demonstrate understanding of marketing strategies, using standard industry metrics to show high web traffic to potential clients. 6.) In Mass Communications 32B, Intermediate Radio Production, the student will develop individual projects and establish relationships with sponsors based on market/listeners. 7.) In Mass Communications 32B, Intermediate Radio Production, the student will produce weekly episodes of original content. 8.) In Mass Communications 32B, Intermediate Radio Production, the student will demonstrate understanding of management strategies in a radio station.

- **CSLOs not Approved**-Angelo Bummer will reach out to the course instructor to condense SLOs and edit to become outcomes.

10. Administrative Update-

Roanna Bennie

Roanna Bennie asked the committee if they would like a summary report of the recommendations to review again before the Accreditation Team visit or perhaps Ann and John could review them again with the committee. Also, that for the team visit we can discuss some of the challenges that the committee has had and how they have overcome those challenges. John Ruys stated that while there are some spots where faculty are not yet using the updated SLO language and ideas, most of the faculty are up-to-date on our current SLO language and thought process.

11. March 27th SLO Committee Meeting- Potential Cancellation?

John Ruys asked the committee, as there are not currently many SLOs to approve, if it is necessary to have a March 27th meeting. The last day for faculty to submit SLOs is May 1st for our committee to approve May 8th. The committee agreed that a March 27th meeting was not needed.

12. Adjournment at 3:40 pm

13. Next Regular Meeting (Monday, April 10th, 2017)