



## Approved Minutes

### 1. Call to Order

Meeting called to order at 2:31 pm

### 2. Review and Approval of Amended Agenda (April 24th, 2017)

MOTION to APPROVE draft Agenda

MSC: Bennie / Nash /APPROVED

### 3. Review and Approval of Minutes (April 10th, 2017)

MOTION to APPROVE draft minutes from April 10th, 2017

MSC: Vigallon / Nash /APPROVED- 2 Abstentions

### 4. Evaluator Site Visit

Roanna Bennie stated that the Evaluator Site Team focused on regular assessment, do we evaluate outcomes on a regular cycle and how we prove that everyone is evaluating on a three-year cycle. She explained to the team all of the good work that has been done around SLOs and the team complimented on the SLOs on syllabi, the hiring, and updating of SLO language on campus. John Ruys stated that one question that was asked by the team was regarding how we know if Dean's are following up if SLOs are not on syllabi. The expectation is that the Dean and the Dean's Assistant would continue to follow up and work with the faculty member. He explained to the team that assessment is ongoing on a three-year cycle through program review. The team wanted every course and every SLO assessed in the three-year period, how that is communicated to the campus and how the committee assure that happens. Gina Webster expressed that she has received concern over the workload of creating a SLO schedule over three years. Also, whose responsibility it is do set up the schedule. Ann Hight stated that it has discussed to have discipline coordinator training so that they can become more familiar with eLumen features, such as running faculty participation reports and sending out assessments to their faculty. Roanna Bennie explained that perhaps program review, curriculum updates and student learning outcomes need to be put together in an Institutional Plan with a timeline of when these items should be completed, while faculty are constantly assessing. She stated that she hoped to start work on this plan after the mid-term report had been completed, however the midterm report has been pushed out a year till Fall 2019 as we have been put on the seven-year cycle. The next comprehensive will not be until 2022. Now that we have more time, we can start on this idea. If program review is going to be annual, we can use program review in a systematic way to assess Student Learning Outcomes. John Ruys stated that we will need to write down a schedule of how we will use program review for SLOs, which could include during a specific year focusing on a particular part of SLOs. There was discussion that we will need to publish a timeline so that the system will be clear to faculty and outside agencies.

## 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

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

**5. eLumen Update**

Scott Vigallon explained that the integration between Canvas and eLumen may increase in urgency if more assessment is needed. In order for the integration to work the usernames in both eLumen and Canvas will need to match. Currently, in eLumen usernames are first initial last name and in Canvas it is the faculty members W#. The district is moving more toward using W# as more systems are integrated and single sign on will be available to multiple applications. There are a couple of solutions: the username in eLumen can be changed to the W#, which may be the simplest solution, or can keep current username, but change the Tech ID which is unseen by faculty. The second option requires more District IT involvement, which may be difficult as they have other priorities. eLumen has stated that either process should be relatively simple, but District IT would have to provide a list and update the data file. If the integration becomes more urgent, perhaps the committee could let District IT know that this is a high priority. On an eLumen call today it was discussed that Pierce College, which has eLumen and Canvas integrated, has issues due to the fact that eLumen does not handle cross listed courses. There are many faculty members that have multiple sections or courses are under one Canvas shell. There was concern that the Tech ID would add an extra step and that faculty would not know their W#. It was discussed that as faculty members move toward Canvas they will need to learn their W#. Scott discussed that perhaps all courses should be put into Canvas, which would lead every course being integrated with eLumen. This is something that Scott will need to start by bringing to the Distance Education Committee. Madeline Wiest discussed that on a eLumen call they discussed the upcoming course descriptor changes and course numbering. The eLumen tech team will need to make these changes and will need the specific changes months in advance.

**6. Fall Flex Day Workshops**

Ann Hight put in for Fall Flex Day workshops to train Discipline Coordinators. It will cover not only be eLumen, but also outside eLumen coordination as well. Currently, Discipline Coordinators see their role as just writing SLOs. It was clarified that there is not a Discipline Coordinator in eLumen for every discipline, several smaller disciplines do not have coordinators. For some smaller departments, adjuncts have discipline coordinator access. It was suggested to have one workshop for the mechanics of eLumen (viewing reports and sending out assessments) and another how to use eLumen for analysis. There was discussion that there needs to be more definition of what is the role of the SLO Coordinator. It was clarified that by default the discipline coordinator is put in eLumen as a coordinator, but people are added as coordinators by request and there can be more than one coordinator.

**7. CLSO Review:****a. New Business:****I. ARHS 5: Art History: Renaissance to Modern**

- **CSLOs-** 1.) Upon completion of Art History 5, the student will be able to identify the overall evolution of the period. 2.) Upon completion of Art History 5, the student will be able to interpret the various ways in which works of art have been used as vehicles of expression. 3.) Upon completion of Art History 5, the student will be able to identify the works of art by their technical processes.

- **CSLOs Approved**

**II. HIST 2: Western Civilization Since 1600**

- **CSLO-** Upon successful completion of History 2, students should be able to identify the major social developments in Western Civilization after 1600.

- **CSLO Approved**

**III. KIN FN3: Fencing 3**

- **CSLO**- Upon successful completion of KIN FN3 students will execute correct footwork and blade action in competitive situations

- **CSLO Approved**

IV. TUTOR 200: Supervised Learn Assist- Independent Study ?

- **CSLOs**- Select appropriate metacognitive strategies for tutorial sessions which will lead to student success.
- **CSLO Not Approved**- Madeline Wiest will reach out to Pauline Trummel to clarify if this is a SAO for the Tutorial Center or CSLO.

8. **PLSO Review:**

b. New Business:

I. 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**- Mapping Completed

9. **Administrative Update**

Roanna Bennie

Roanna Bennie stated that the Accreditation Steering Committee is taking all of the new standards and mapping them to committees and offices. They will be reaching out to each committee and bring them the standards that apply to them. This is so that accreditation work becomes imbedded in our everyday work. We are going to start this process this spring, including the SLO Committee. The Accreditation Steering Committee has ended, since the site visit has taken place, and will start again with approval for the new core members. Then the committee will be expanded depending on the needs of the midterm report. We may receive a recommendation to improve on systematic assessment, if so that will need to be addressed in the midterm report. We will hear from the commission in the summer. She also discussed in accreditation reporting the SLO portion has been simplified. One of our difficulties was that the SLO Committee had decided that cross listed and courses in a family should be put together to be counted as one course. That became troublesome as there are two types of cross listing, courses with matching course outlines of record and courses that are cross listed in terms of scheduling. The counting became confusing, but we moved forward with those numbers for this years reporting. The committee needs to discuss this matter more, in terms what is considered a course. College Council will be approving the new core Accreditation Steering Committee and it was asked to retain the SLO Liaisons.

10. **Adjournment** at 4:05 pm

11. **Next Regular Meeting** (Monday, May 8th, 2017)