



# Outcomes Committee Agenda

Monday, May 23, 2016

BE 323

3:00 – 4:30pm

**Type of Meeting:** *Regular*

**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*

**Please Review/Bring:** Review the past minutes for accuracy.

**Committee Members:**

- Stacey Adams, Faculty Division Rep
- Svetlana Deplazes, Research Analyst
- Jessica Eaton, Faculty Division Rep
- Meeta Goel, Cochair
- Glenn Haller, Cochair
- Anne Hemsley, Faculty Division Rep
- Cindy Hendrix, Faculty Division Rep
- Melissa Jauregui, Confidential Management
- Rachel Jennings, Faculty Division Rep
- Scott Lee, Faculty Division Rep/Librarian
- Tim Lynskey, Faculty Division Rep
- Karen Lubick, Faculty Division Rep
- Candace Martin, Faculty Division Rep
- Tom O’Neil, Academic Dean
- Melanie Parker, Faculty Division Rep
- Brenda Solis, Student Rep
- Wendy Stout, Faculty Division Rep
- LaDonna Trimble , Student Services Dean

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Glenn / Meeta</i>	
II. Approval of Previous Minutes -3/21/2016 -5/9/2016	<i>All</i>	<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
III. Informational Item – Meeting Schedule 16-17 8/29/2016, 9/19/2016, 10/10/2016, 10/24/2016, 11/7/2016, 3/6/2017, 3/20/2017, 4/10/2017, 4/24/2017 5/8/2017, 5/22/2017		<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
IV. Action Item – -ILOs (see attachment)	<i>All</i>	<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>



ANTELOPE VALLEY COLLEGE

<p>V. Discussion Item – -ILO crosswalks -ILO rollout on opening day</p>	<p><i>Svetlana/ Glenn</i></p>	<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
<p>VI. Action Item – SLOs Revisions -ART 103, CA 221, CFE 213 -WELD 240</p> <p>Consent Agenda Non-Substantial SLOs: -ASTR 101, BIOL 102, BIOL 104 -CFE 102, CFE 103, HIST 110 -HIST 111, INT 201, MUS 126 -MUS 160, MUS 165, MUS 170 -MUS 171, MUS 260, MUS 270 -MUS 291, MUS 292, MUSC 102 -MUSC 103, MUSC 104 -MUSC 107, MUSC 124 -MUSC 173, MUSC 175 -PHIL 101, PHIL 105, PHIL 106 -PSY101, PSY 201, PSY 212 -PSY 230, PSY 232</p>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
<p><b>NEXT MEETING DATE: 8/29/2016</b></p>		



ANTELOPE VALLEY COLLEGE

# Outcomes Committee Minutes

Monday, March 21, 2016  
 BE 323  
 3:00 – 4:30pm

**Type of Meeting:** *Regular*  
**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*  
**Please Review/Bring:** Review the past minutes for accuracy.

**Committee Members:**  
 Stacey Adams, Faculty Division Rep  
 Svetlana Deplazes, proxy Cochair  
 Glenn Haller, Cochair  
 Anne Hemsley, Faculty Division Rep  
 Cindy Hendrix, Faculty Division Rep  
 Melissa Jauregui, Confidential Management  
 Rachel Jennings, Faculty Division Rep  
 Jamie Jones, proxy Research Analyst  
 Scott Lee, Faculty Division Rep/Librarian  
 Tim Lynskey, Faculty Division Rep  
 Karen Lubick, Faculty Division Rep  
 Melanie Parker, Faculty Division Rep  
 Wendy Stout, Faculty Division Rep

**Committee Members Absent:**  
 Kim Covell, Classified Union  
 Jessica Eaton, Faculty Division Rep  
 Meeta Goel, Cochair  
 Candace Martin, Faculty Division Rep  
 Tom O’Neil, Academic Dean  
 Brenda Solis, Student Rep  
 LaDonna Trimble, Student Services Dean

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Glenn / Meeta</i>	The Outcomes Committee meeting was called to order at 3:09pm.
II. Approval of Previous Minutes -2/22/2016	<i>All</i>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the minutes as presented. After a brief moment, no revisions were requested. Members present approved the minutes for 2/22/2016 as presented.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
III. Action Item – Revised PLOs -Business Computer Information Science, AS -Computer Software Developer, Cert -Computer Software Developer, AS -Electronics Technology, AS -Electronics Technology, Cert -Engineering, AS -Engineering Technology, AS -Engineering Technology, Cert -Management, Cert	<i>All</i>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the revised PLOs for the programs noted. After a brief review of each program PLOs, no revisions were requested. Members present approved the noted revised PLOs.</p> <p>A motion was made and seconded to approve the new PLOs for the High Intermediate ESL certificate. After a brief review of</p>



ANTELOPE VALLEY COLLEGE

<p>-Management, AS</p> <p>New PLOs -High Intermediate ESL, Non-Credit Cert of Completion</p> <p>Revised SLOs -CFE 212</p> <p>New SLOs -DM 102</p>		<p>each PLO, revisions were requested but it was noted that the program could move forward while edits are being made. Members present approved the noted PLOs with revisions.</p> <p>A motion was made and seconded to approve the SLOs for CFE 212. After a brief review of each SLO, no revisions were requested. Members present approved the noted SLOs.</p> <p>A motion was made and seconded to approve the new SLOs for DM 102. After a brief review of each SLO, no revisions were requested. Members present approved the noted SLOs.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>IV. Action Item – -Restructuring of Outcomes Committee -CurricUNET Outcomes only Approval</p>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the Restructuring of the Outcomes Committee. After a brief review of the document presented many meetings back, no revisions were requested. Members present approved the noted changes to the committee structure.</p> <p>A motion was made and seconded to approve the new SLO approval process CurricUNET Outcomes only approval. After a brief review of the two approval process, it was noted that the Math and Science faculty did not agree with the need to add these approval processes. They viewed this change as a potential point of confusion. Since many other areas had requested such an approval process the item was still considered for approval and implementation. Members present approved the noted outcomes only approval process with the exception of the Math and Science representatives.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>V. Discussion Item – -WEAVE Possible Replacement Subcommittee Report -ACCJC Workshop: Taking Assessment to the Program Level -Quality Focus Essay -Handbook, Procedures, Assessment and Data Collection -Overall Assessment Subcommittee -Facilitator Division Cross-Over</p>	<p><i>Svetlana</i></p>	<p><b><u>Issues Discussed:</u></b> WEAVE Possible Replacement Subcommittee Report: The subcommittee met last Tuesday and it was noted that changing software will not solve the problem of faculty not knowing what assessment is. The committee will review alternative software and move forward toward of recommended replacement but at this time will not involve the campus community.</p> <p>ACCJC Workshop: Taking Assessment to the Program Level: Dr.</p>



## ANTELOPE VALLEY COLLEGE

	<p>Svetlana Deplazes distributed a packet for the committees review called Rubric for Evaluating a College's Program Learning Assessment Process.</p> <p>Quality Focus Essay: It was decided that our essay for accreditation would focus on ILO, PLO, and SLO mapping. The essay will be brought to this committee for review. This report is being written to show that we have a concern with our own practice and we are attempting to make it better.</p> <p>Handbook, Procedures, Assessment and Data Collection: Dr. Glenn Haller is working on the committee handbook and will bring the completed document to this committee for review and approval. He will first ask that Rachel Jennings and Karen Lubick review the document for grammatical consideration.</p> <p>Overall Assessment Subcommittee: This group would be created and would research best practices for assessment. They would then potentially present the ideas found to CCC. The committee was asked to consider this as a possible subcommittee.</p> <p>Facilitator Division Cross-Over: After reorganization current facilitators would be assigned to different areas but have expressed a willingness to work with faculty in their current divisions. Should this be allowed? After committee consideration, it was agreed that new representatives should step forward to fill the gap since only those faculty in the new division would know what is required for their area.</p> <p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> Additional updates will be provided to the committee at a future meeting.</p>
<b>NEXT MEETING DATE:</b> 4/11/2016	<p>The meeting concluded at 4:29pm.</p> <p>A request was made to include on the next agenda a discussion item called PLO page in CurricUNET.</p>



<h1 style="margin: 0;">Outcomes Committee Minutes</h1>	<p style="margin: 0;"><b>Monday, May 9, 2016</b></p> <p style="margin: 0;"><b>BE 323</b></p> <p style="margin: 0;"><b>3:00 – 4:30pm</b></p>
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**Type of Meeting:** *Regular*  
**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*  
**Please Review/Bring:** Review the past minutes for accuracy.

<p><b><u>Committee Members:</u></b>          Stacey Adams, Faculty Division Rep          Svetlana Deplazes, Research Analyst          Jessica Eaton, Faculty Division Rep          Glenn Haller, Cochair          Anne Hemsley, Faculty Division Rep          Cindy Hendrix, Faculty Division Rep          Melissa Jauregui, Confidential Management          Rachel Jennings, Faculty Division Rep          Tim Lynskey, Faculty Division Rep          Karen Lubick, Faculty Division Rep          Candace Martin, Faculty Division Rep          Melanie Parker, Faculty Division Rep          Wendy Stout, Faculty Division Rep</p>	<p><b><u>Committee Members Absent:</u></b>          Kim Covell, Classified Union          Meeta Goel, Cochair          Scott Lee, Faculty Division Rep/Librarian          Tom O’Neil, Academic Dean          Brenda Solis, Student Rep          LaDonna Trimble , Student Services Dean</p>
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Items	Person	Action
I. Opening Comments from the Co-chair	<i>Glenn / Meeta</i>	The Outcomes Committee meeting was called to order at 3:05pm.
II. Approval of Previous Minutes -3/21/2016	<i>All</i>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to table this item as it was not included in the packet. Motion carried by all members present.</p> <p><b><u>Follow Up Items:</u></b> This item will return to the next meeting for review and approval</p>
III. Informational Item – Meeting Schedule 16-17 9/19/2016, 10/10/2016, 10/24/2016, 11/7/2016 3/6/2017, 3/20/2017 4/10/2017, 4/24/2017 5/8/2017		<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to add a meeting in two weeks to address additional items that require committee attention. Motion carried by all members present.</p> <p><b><u>Follow Up Items:</u></b> None.</p>



ANTELOPE VALLEY COLLEGE

<p>IV. Action Item –</p> <ul style="list-style-type: none"> <li>-Handbook</li> <li>-Year-End Committee Report to Academic Senate</li> </ul>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the committee handbook. After a brief review of the document shared with members at the last meeting, it was noted by Dr. Deplazes that concerns surround the language which references research and assessment as well as the use of some terms in the glossary. While concerns were discussed it was decided that the document as a whole was fine as written. Motion carried with one opposition.</p> <p>A motion was made and seconded to approve the Year-End Committee Report. Dr. Glenn Haller noted that this is a new requirement of the Academic Senate. After a brief review of the document, no revisions were requested. Motion carried by all members present.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>V. Discussion Item –</p> <ul style="list-style-type: none"> <li>-New ILO Measures and 2016-17 Roll Out</li> <li>-AVC 2016 Student Success Scorecard Five-Year Trend Data</li> <li>-Assessment Method, Assessment Criteria and Achievement Targets in CurricUNET</li> <li>-Quality Focus Essay</li> <li>-Assessment and Program Review Committee possible creation</li> </ul>	<p><i>Svetlana/ Glenn</i></p>	<p><b><u>Issues Discussed:</u></b> New ILO Measures and 2016-17 Roll Out: A discussion occurred regarding the new ILOs and way to measure them. Melissa Jauregui expressed concerns with this topic as discussions regarding implementation have not occurred yet. She reminded members that this issue was brought forward earlier in the semester but discussion have not yet occurred. The new ILOs while approved have not been implemented in CurricUNET. It would be best for the committee to review the old ILOs and decide how they relate to the new ILOs to determine whether we maintain some PLO/SLO links to ILOs or start over.</p> <p>AVC 2016 Student Success Scorecard Five-Year Trend Data: The scorecard was shared with the committee along with the scorecard elements and 5-year trend data.</p> <p>Assessment Method, Assessment Criteria and Achievement Targets in CurricUNET: This item was not discussed.</p> <p>Quality Focus Essay: The essay was written and not given to us for review.</p> <p>Assessment and Program Review Committee possible creation: This item was not discussed.</p>



**ANTELOPE VALLEY COLLEGE**

		<p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> New ILO implementation in curricUNET will return to the next agenda for further consideration and review.</p>
<b>NEXT MEETING DATE: 9/5/2016</b>		<p>The meeting concluded at 4:29pm.</p> <p>A request was made to include on the next agenda a discussion item called ILOs Implementation in Curricunet.</p>



# **AVC INSTITUTIONAL LEARNING OUTCOMES**

## **1. Communication**

- Demonstrates analytical reading and writing skills including research, quantitative and qualitative evaluation and synthesis.
- Demonstrates listening and speaking skills that result in focused and coherent communications.

### **Measures**

Student Learning Outcome (SLOs) and Program Learning Outcomes (PLOs)

Examples\*: Written proficiency exam, Demonstration of oral presentation proficiency

Community College Survey of Student Engagement (CCSSE)

Example: Worked on a paper or project that required integrating ideas or information from various sources

## **2. Creative, Critical, and Analytical Thinking**

- Uses intellectual curiosity, judgment and analytical decision-making in the acquisition, integration and application of knowledge and skills.
- Solves problems utilizing technology, quantitative and qualitative information and mathematical concepts.

### **Measures**

Student Learning Outcome (SLOs )and Program Learning Outcomes (PLOs)

Example: Capstone experience in the major

Collegiate Learning Assessment (CLA)

Community College Survey of Student Engagement (CCSSE)

Example: Analyzing the basic elements of a idea, experience or theory

## **3. Community/Global Consciousness**

- Understands and applies personal concepts of integrity, ethics, self-esteem, lifelong learning, while contributing to the well being of society and the environment.
- Demonstrates an awareness and respect of the values of diversity, complexity, aesthetics and varied cultural expressions.

### **Measures**

Student Learning Outcome (SLOs)and Program Learning Outcomes (PLOs)

Examples: Written proficiency exam, Capstone experience in the major, Service Learning

Community College Survey of Student Engagement (CCSSE)

Participation in college sponsored activities (organizations, campus publications, student government, intercollegiate or intramural activities, etc.)

#### **4. Career and Specialized Knowledge**

- Demonstrates knowledge, skills and abilities related to student educational goals, including career, transfer and personal enrichment.

#### **Measures**

Student Learning Outcome (SLOs) and Program Learning Outcomes (PLOs)

Examples: Capstone, Degree and certificate completion rate, Transfer data rates, Licensure exam pass rates

Community College Survey of Student Engagement (CCSSE)

Examples: Acquiring job or work related knowledge and skills

Graduate survey

Student employment survey

**Please note:** The ILOs were approved by AVCCD Board September 14, 2015, measures are still a draft.

\*Under measures, examples are given as possibilities of the Learning Outcomes or CCSSE answers which could be determined to be used for assessment of the particular ILO. The various programs would make determination what exactly to use.

When making these determinations these rules of thumb should be used when establishing and connecting SLOs, PLOs to ILO(s):

- Each program need NOT fulfill every Institutional Outcome;
- Each course within a program need NOT fulfill every program learning outcome;
- Each course must meet at least one of its program's established student learning outcomes;
- A course should meet every one of its stated student learning outcomes.