



Outcomes Committee Agenda

Monday, September 28, 2015

BE 324

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
- Kim Covell, Classified Union
- Svetlana Deplazes, Research Analyst
- Jessica Eaton, Faculty Division Rep
- Irit Gat, Faculty Division Rep
- Meeta Goel, Cochair
- Glenn Haller, Cochair
- Anne Hemsley, Faculty Division Rep
- Melissa Jauregui, Confidential Management
- Rachel Jennings, Faculty Division Rep
- Scott Lee, Faculty Division Rep/Librarian
- Karen Lubick, 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 -5/11/2015 -9/14/2015	<i>All</i>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
III. Consent Item – Revised SLOs -AGRI 102, AGRI 112, AGRI 130, AGRI 132, AGRI 153, AGRI 155, AGRI 210, AGRI 212, AGRI 220, AGRI 250, ART 132, BIOL 103, DM 110, DM 112, HE 120, KIN 106, KIN 107, KIN 139, KIN 156, KIN 161, KIN 162, KIN 237, REC 101, REC 102		<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>



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IV.	Action Item – New SLOs -BIOL 304 -ENGL 115		<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
V.	Action Item – Revised SLOs -ENGR 125 -MATH 115 -MATH 120 -MUS 181		<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
VI.	Approval Item – Goals for 2015-16	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
VII.	Approval Item – Committee Structure -Remove AA Faculty (Senate Appointed)	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
VIII.	Informational Item – -CCSSE/SENSE 2016 -College Wide Retreat	<i>Meeta</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
IX.	Discussion Item – WEAVE Facilitator Training Materials	<i>Glenn</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
X.	Discussion Item – Meeting Schedule	<i>Glenn</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
XI.	Discussion Item – Facilitator Rights for Department	<i>Glenn</i>	<u>Issues Discussed:</u> <u>Action Taken:</u>



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		<u>Follow Up Items:</u>
XII. Discussion Item – PLOs Procedures	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
XIII. Discussion Item – Sub-Committees	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
XIV. Discussion Item – Deadline Dates	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
NEXT MEETING DATE: 10/12/2015		



**ANTELOPE VALLEY COLLEGE
OUTCOMES COMMITTEE MEETING**

**May 11, 2015
3:00 p.m. – 4:30 p.m.
BE 323**

To conform to the open meeting act, the public may attend open sessions

MEMBERS PRESENT			
Dr. Fredy Aviles, Chair	Luis Enriquez	Dr. Anne Hemsley	Melanie Parker
Stacey Adams	Dr. Irit Gat	Melissa Jauregui	Wendy Stout
Dr. Svetlana Deplazes	Dr. Glenn Haller	Dr. Tom O'Neil	

MEMBERS ABSENT	GUESTS PRESENT/EX-OFFICIO MEMBERS
Kimberly Covell	Dr. Scott Lee
Dr. Jessica Eaton	Joe Owens
Dr. Meeta Goel	Brenda Solis
Dr. Rachel Jennings	LaDonna Trimble

1. CALL TO ORDER AND ROLL CALL

A motion was made and seconded to call the May 11, 2015 Outcomes Committee Meeting to order at 3:08 p.m. Dr. Glenn Haller, Incoming Outcomes Committee Faculty Co-Chair, called the meeting to order at 3:08p.m. Motion carried.

2. OPENING COMMENTS FROM THE SLO COMMITTEE CO-CHAIR

Dr. Glenn Haller informed the committee that it has been difficult getting Weave to collect the data needed for program learning outcomes as required by accreditation. They are still working on ways to make Weave work the way we need it to work to make the process easier for the faculty. Once a solution is identified, it will be discussed with this committee.

A motion was made and seconded to add Informational Item 7c Survey Results. Motion carried unanimously by those members present.

3. OPEN COMMENTS FROM THE PUBLIC

None.

4. APPROVAL OF MINUTES

a. April 27, 2015

A motion was made and seconded to approve the minutes from the April 13, 2015 Outcomes Committee meeting. Motion carried unanimously by those members present.

5. CONSENT ITEM

a. Revised SLO: AJ 101, AJ 201, ANTH 102, ART 104, ART 216, BIOL 201, BUS 113, JOUR 123, KIN 210, MUS 105, PHYS 101, PHYS 102

A motion was made and seconded to approve the Revised SLOs noted in 5a. Motion carried unanimously by those members present.

b. New SLOs:

1) MUS 106

A motion was made and seconded to approve the outcomes for MUS 106. After a brief moment, the committee agreed to table this course for the purpose of reviewing the appropriateness of listing multiple assessments and whether the committee should evaluate their process to clarify the expectation. Motion failed.

c. New PLOs:

1) Yoga Instructor, Certificate of Achievement 12-18 units

A motion was made and seconded to approve the outcomes for Yoga Instructor, Certificate of Achievement 12-18 units. Dr. Glenn Haller mentioned the purpose of the program. After a brief moment, it was decided that edits were not needed. Motion carried unanimously by those members present.

6. DISCUSSION ITEMS

a. Weave training (handout)

A motion was made and seconded to table this item due to lack of time. The committee agreed to have a special meeting on May 27, 2015 at 2:00pm to discuss review this item and plan for opening day. Motion carried unanimously by those members present.

b. Weave FAQs (Glenn)

Dr. Edward Beyer was present to inform the committee that data gathering has to be done for every SLO/PLO every time it is offered every year, every course section, every semester or term. Gathering of the data is one part of the process. Action plans are developed for only one SLO/PLO per year. A program level action plan must be developed for at least one PLO per year on a rotating basis such that all PLOs go through to the action plan stage in an accreditation cycle. In an effort to record all necessary data for the PLOs in Weave use the condensed description field of the PLO measurement to note all courses that impact that PLO. The field allows for 128 characters, which should be plenty to note the core courses taken by a student for a program. It was asked that all faculty enter this information for the 13-14 cycle so when the data is copied forward for the 14-15 cycle, both academic years are complete and a trend can be seen in the data. The committee agreed that a definitive statement must be communicated as the message has previously been different.

c. Revised ILOs (Glenn, Meeta, and Fredy)

After a brief review of the ILOs being sent forward for approval, the committee asked in the second ILO bullet one end with "and skills." It was also requested the ILO three, second bullet, community be replaced with planet. Other discussions took place, but these two changes were agreed upon by those members present.

7. INFORMATIONAL

a. 14-15 Academic Year Outcomes Representative Proxy

b. SLO Meeting dates remaining for Spring 2015: 5/11/15

c. Survey Results

The survey results were shared with the committee members

8. ADJOURNMENT

A motion was made and seconded to adjourn the May 11, 2015 Outcomes Committee meeting at 4:24p.m. Motion carried.

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.



Outcomes Committee Minutes

Monday, September 14, 2015
BE 324
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, present
- Kim Covell, Classified Union, absent
- Svetlana Deplazes, Research Analyst, present
- Jessica Eaton, Faculty Division Rep, present
- Irit Gat, Faculty Division Rep, present
- Meeta Goel, Cochair, present
- Glenn Haller, Cochair, present
- Anne Hemsley, Faculty Division Rep, present
- Melissa Jauregui, Confidential Management, present
- Rachel Jennings, Faculty Division Rep, present
- Scott Lee, Faculty Division Rep/Librarian, present
- Melanie Parker, Faculty Division Rep, present
- Wendy Stout, Faculty Division Rep, present
- LaDonna Trimble, Student Services Dean, present
- Tom O’Neil, Academic Dean, present
- Brenda Solis, Student Rep, present

Public:

Kyle Jacobsen, Academic Affairs Specialist, present

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Glenn/Meeta</i>	Dr. Glenn Haller welcomed the members to the first Outcomes Committee meeting of the semester. He thanked those who were able to be part of the outcomes video presented to the faculty at welcome back in August. Many representatives took time out of their summer to participate in the production of the short film, which is now in the process of having subtitles added so it can be posted to our website.
II. Approval of Previous Minutes -5/11/2015 -5/27/2015	<i>All</i>	<u>Issues Discussed:</u> The minutes were not included in the packet. <u>Action Taken:</u> Tabled. <u>Follow Up Items:</u> Return to next meeting for formal approval.
III. Informational Item – ILO Proposal	<i>Glenn</i>	<u>Issues Discussed:</u> Dr. Glenn Haller and Dr. Meeta Goel indicated the ILOs are slated for Board of Trustees approval but they wanted to share with the committee the drafted document included in the packet. <u>Action Taken:</u>



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		<p>None.</p> <p><u>Follow Up Items:</u> Once approved, Outcomes will be presented with the approved ILOs and they will be incorporated into CurricUNET so courses and programs can be linked accordingly.</p>
IV. Discussion Item – Representation	All	<p><u>Issues Discussed:</u> Dr. Glenn Haller indicated that many position still sit empty on our committee. He requested representatives to talk with faculty in their areas to encourage participation. He also indicated that we need to approve the removal of the AA Faculty member as all division representatives are AA Faculty. Dr. Jennings indicated that Karen Lubick has stepped up to fill the second Division 3 position.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> Item will return to the next meeting agenda for approval to remove the AA Faculty position.</p>
V. Discussion Item – PLOs	All	<p><u>Issues Discussed:</u> Dr. Glenn Haller indicated that accreditation requires our committee to focus heavily on our PLOs. We must have PLOs established for every program and be collecting data. It was mentioned that some programs are difficult to find in Weave, for example the Liberal Arts and Sciences (LAS) degrees. Clarification was provided on that matter and it was noted that Lucia Pozo and Rosa Onofre have volunteered to lead the discussions and development of PLOs for the Arts and Humanities option while Dr. Fredy Aviles is leading the efforts for the Social/Behavioral Sciences option.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> A faculty member needs to take the lead on the Math and Sciences option.</p>
VI. Discussion Item – Procedures for approving SLOs	All	<p><u>Issues Discussed:</u> Dr. Glenn Haller indicated that it seems within CurricUNET courses are being approved but items were missing. After a quick review of a few courses, it was noted that CurricUNET was working correctly and review from the representatives was complete but the recent change in the way information is gathered was implemented shortly after those courses went through the earlier steps. Additional courses will fall with that time period and will be sent back to collect the appropriate data.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>



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<p>VII. Discussion Item – Goals for 2015-16</p>	<p>All</p>	<p><u>Issues Discussed:</u> After a review of the goals, it was decided that we should hold off approving them until the next meeting as the campus wide planning retreat is September 25, 2015 and the committee goals should align with the campus goals.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> Will return to the next meeting for a full review and approval.</p>
<p>VIII. Discussion Item – Need for and creation of sub committees for: -Handbook -PLO Assessment -Procedures -WEAVE Training -Assessment and Data Collection Training -Possible WEAVE Replacement -ILO Mapping</p>	<p>All</p>	<p><u>Issues Discussed:</u> The committee reviewed the list of sub committees that should be created in order to complete all necessary tasks. Of those committees, the following was agreed upon and volunteers were identified:</p> <ul style="list-style-type: none">-Handbook, Procedures, Assessment and Data Collection – Stacey, Melanie, Wendy, Glenn-PLO Assessment and ILO Mapping – Scott, Svetlana-WEAVE Training – Anne, Glenn-Possible WEAVE Replacement – Scott, Svetlana, Rick Shaw, Glenn <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> An email will be sent to all members of the committee soliciting additional volunteers for each sub committee.</p>
<p>IX. Consent Agenda Item – Course SLO Approval -AJ 205, BIOL 205, CA 132 -CA 153, CA 175, CFE 116 -DRFT 125, DRFT 230 -ELTE 101, ELTE 110 -ELTE 252, ELTE 254 -KIN 129, MATH 020 -MOA 102, PHYS 110 -PHYS 120, RADT 101 -RADT 102, RADT 104 -RADT 108, RADT 203 -RADT 204, RADT 208 -RADT 210, WELD 230 -WELD 260</p>	<p>All</p>	<p><u>Issues Discussed:</u> No discussion.</p> <p><u>Action Taken:</u> All noted courses were approved unanimously by those members present.</p> <p><u>Follow Up Items:</u> None.</p>
<p>X. Action Item – SLO Approval -CFE 211, DRFT 150 -MATH 021, MOA 110 -MUS 106</p>	<p>All</p>	<p><u>Issues Discussed:</u> Each course was reviewed individually for completeness. No edits were requested or discussed.</p> <p><u>Action Taken:</u> All noted courses were approved unanimously by those members present.</p>



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		<u>Follow Up Items:</u> None.
XI. Action Item – PLO Approval -Mathematics AS -Mathematics AS-T	<i>All</i>	<u>Issues Discussed:</u> Each program was reviewed individually for completeness. A request was made to evaluate the use of the word independency and whether it should be replaced with the word interdependency. <u>Action Taken:</u> Both noted programs were approved unanimously by those members present with revision as noted above if faculty felt it appropriate. <u>Follow Up Items:</u> None.
NEXT MEETING DATE: 9/28/2015		Meeting ended at 4:27pm