



Outcomes Committee Agenda

Monday, October 10, 2016
BE 310
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
- Gary Heaton-Smith, Faculty Division Rep (Adjunct)
- 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
- Erika Newman, Faculty Division Rep (Adjunct)
- Joe Owens, Faculty Division Rep
- Melanie Parker, Faculty Division Rep
- Brenda Solis, Student Rep
- Wendy Stout, Faculty Division Rep
- LaDonna Trimble , Student Services Dean
- Eugenie Trow, Faculty Division Rep

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Glenn / Meeta</i>	
II. Action Item – -Minutes 8/29/16 -Minutes 9/19/16	<i>All</i>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
III. Informational Item – -Meeting Schedule 16-17 10/24/2016, 11/7/2016, 3/6/2017, 3/20/2017, 4/10/2017, 4/24/2017 5/8/2017, 5/22/2017 -Definitions sub-committee -WEAVE replacement sub-	<i>Glenn</i>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>



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<p>committee -College-wide EMP Priorities for 2016-17 and Beyond</p>		
<p>IV. Reports: -Outcomes Management Systems -Accreditation Visit Outcomes Representative training -Canvas and Outcomes</p>	<p>All</p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>V. Action Item – -Facilitator’s Training</p> <p>Consent Agenda Non-Substantial SLOs: ABDY 112, ABDY 113, ABDY 115, ABDY 122, ABDY 123, ABDY 125, ABDY 212, ABDY 213, ABDY 215, ABDY 222, ABDY 223, ABDY 225, ACCT 111, ACRV 112, ACRV 113, ACRV 115, ACRV 122, ACRV 123, ACRV 125, ACRV 212, ACRV 213, ACRV 223, AUTO 100, AUTO 101, AUTO 113, AUTO 125, AUTO 127, AUTO 128, AUTO 130, AUTO 150, AUTO 151, AUTO 152, AUTO 153, AUTO 175, AUTO 176, AUTO 177, AUTO 198H, DRFT 250, ELTE 105, ELTE 140, HD 102, MUS 111, MUS 121, MUS 142, MUS 166, MUS 167, MUS 251A, MUS 251B, MUS 266, MUSC 113,</p> <p>Substantial Course Rev: ACCT 113, ACRV 222, AFAB 110, AFAB 115, AFAB 120, AUTO 126, AUTO 200, AUTO 276, ELEC 130, MATH 124, MATH 230, MATH 250, MGT 201, MUS 185, MUSC 122, OT 205, WELD 130, WELD 145, WELD 212</p> <p>New Course Dev: FTEC 285, MUSC 124A, MUSC 124B, MUSC 124C, THA 104</p>	<p>All</p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>



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<p>Program Revision: Sociology AA-T Administration of Justice AS-T Administrative Assistant Cert Interior Design AS Interior Design Cert Office Specialist Cert</p> <p>New Program Dev: Biology AS-T Chemistry AS-T High Intermediate ESL Cert</p>		
<p>NEXT MEETING DATE: 10/24/2016</p>		



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<h1>Outcomes Committee Minutes</h1>	<p>Monday, August 29, 2016 BE 323 3:00 – 4:30pm</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><u>Committee Members Present:</u> 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 Rachel Jennings, Faculty Division Rep Candace Martin, Faculty Division Rep Tom O’Neil, Academic Dean Melanie Parker, Faculty Division Rep Wendy Stout, Faculty Division Rep</p>	<p><u>Committee Members Absent:</u> Cindy Hendrix, Faculty Division Rep Melissa Jauregui, Confidential Management Scott Lee, Faculty Division Rep/Librarian Tim Lynskey, Faculty Division Rep Karen Lubick, Faculty Division Rep 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 3:10pm. Dr. Glenn Haller announced that projects are underway, getting ready for WEAVE replacement, decided by 12/27/2016.
II. Approval of Previous Minutes -5/23/2016	<i>All</i>	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> A motion was made and seconded to approve the minutes. Motion carried by all members present.</p> <p><u>Follow Up Items:</u> None.</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, 5/22/2017	<i>Glenn</i>	<p><u>Issues Discussed:</u> Glenn announced the meeting schedule and noted that the 9/19/2016 meeting was moved to occur before AP&P. He has been made aware of an issue with the schedule of Program Review and will contact Carol Eastin to find a solution.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> Potential report at next meeting if changes to this schedule occur.</p>



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<p>IV. Welcome to new and returning Representatives</p>	<p><i>Glenn</i></p>	<p><u>Issues Discussed:</u> Discussion occurred regarding current representation and empty positions needing to be filled due to reorganization. No new members were able to attend today.</p> <p>Are there divisions that need increased representation? Currently each division has two representatives. Members present agreed two representatives from each division was sufficient.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
<p>V. Representative Training</p>	<p><i>Glenn</i></p>	<p><u>Issues Discussed:</u> Under discussion since Glenn took over. Training is needed due to so many new representatives. Questions asked regarding training and if there is an existing document that outlines duties. Wendy believes she has a document sent approximately in 2014 that outlines duties, which was sent around the same time as the SLO revision checklist.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
<p>VI. Linking and it's training for Department Chairs (attachments)</p>	<p><i>Glenn</i></p>	<p><u>Issues Discussed:</u> Due to need to show accreditation linkage between ILOs and PLOs rather than using term mapping, linkage is being used. Linkage should be made from the ILOs to PLOs then PLOs to SLOs. Stacey gave run down on training given to department chairs. Attendance was low, roughly 6 attended the training. How do we deal with these as programs are revised? When things change, it gets messy. September 19th training for all department chairs. Glenn asked the committee to review the attachments. Does the committee prefer term mapping over linkage? Question asked why are we linking again if linking is already occurring within CurricUNET. Another question asked where do we get the data from for each PLO? These need to be clear and accurate.</p> <p>Action plans are due September 30th, need to be certain</p>



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		<p>findings are attached or there should be no action plan. Must have data that supports actions plans. Reminder: SLO per course tied to an action plan so 1 action plan per course; Assessment is documented in action plan; PLOs can focus on one per year. Glenn will send out emails with reminders. Invite adjuncts to preview action plans and add input.</p> <p>Dr. O’Neil suggested FPD credit be made available to increase understanding for others.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> Action plans will be a discussion item for the next agenda.</p>
<p>VII. WEAVE replacement sub-committee and a replacement for the chair</p>	<p><i>Glenn</i></p>	<p><u>Issues Discussed:</u> Decision needs to be made by end of December 2016 per quality focus essay issue. The original chair, Scott Lee, is unavailable to continue this discussion. Who would like to replace the chair until he can return? Candace Martin agreed to be part of the committee.</p> <p>Glenn agreed to take over the subcommittee so it can continue its work. He will send out an email to the subcommittee members.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
<p>VIII. 2016-17 Goals</p>	<p><i>Glenn</i></p>	<p><u>Issues Discussed:</u> Goals are to be discussed each year at our first meeting. Our current goals are:</p> <ul style="list-style-type: none"> • Weave Replacement identified by Dec 31 • PLO reporting around 50% • Close to or have met goal for SLO reporting • Procedures pretty much done, by need updating • Mapping/linking underway <p>Updating question asked about input of grades.</p> <p><u>Action Taken:</u> None.</p>



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		<p><u>Follow Up Items:</u> Glenn will write the goals for this year and present them to the committee at the next meeting.</p>
IX. Definition of Learning Outcomes Sub-Committee	<i>Glenn</i>	<p><u>Issues Discussed:</u> Melanie will gather and chair the definition of learning outcomes subcommittee. Svetlana and Wendy will assist with this project.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> Will return to a future meeting for committee review.</p>
X. CTE Outcomes Survey Results	<i>Meeta/ Svetlana</i>	<p><u>Issues Discussed:</u> Meeta distributed results for committee review. Meeta said data is good and shows along with CSSSE that we are making a positive difference. She encouraged faculty who offer CTE programs to share employment data for their students if the information is available.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
XI. Action Item – Consent Agenda Non-Substantial SLOs: ASTR 101L, CFE 113, CFE 150, CFE 155, CFE 157	<i>All</i>	<p><u>Issues Discussed:</u> Committee agreed it was not good to proceed without Melissa Jauregui.</p> <p><u>Action Taken:</u> A motion was made and seconded to table the approval of the noted courses due to the absence of Melissa Jauregui. Motion carried.</p> <p><u>Follow Up Items:</u> Will return to the next agenda for consideration.</p>
NEXT MEETING DATE: 9/19/2016		Dr. Tom O’Neil recommended all deans be invited to attend a future outcomes committee meeting. The meeting concluded at 4:29pm.



<h1 style="margin: 0;">Outcomes Committee Minutes</h1>	<p>Monday, September 19, 2016 BE 323 3:00 – 4:30pm</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><u>Committee Members Present:</u> 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 Kyle Jacobsen, proxy Rachel Jennings, Faculty Division Rep Tim Lynskey, Faculty Division Rep Karen Lubick, Faculty Division Rep Candace Martin, Faculty Division Rep Tom O’Neil, Academic Dean Joseph Owens, Faculty Division Rep Melanie Parker, Faculty Division Rep Wendy Stout, Faculty Division Rep Jill Zimmerman, proxy</p>	<p><u>Committee Members Absent:</u> Melissa Jauregui, Confidential Management Scott Lee, Faculty Division Rep/Librarian Brenda Solis, Student Rep LaDonna Trimble , Student Services Dean</p>
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Items	Person	Action
<p>I. Opening Comments from the Co-chair</p>	<p><i>Glenn / Meeta</i></p>	<p>The Outcomes Committee meeting was called to order at 3:14pm. Dr. Glenn Haller welcomed Gary Heaton-Smith (Arts and Humanities) and Joseph Owens (Career Technical Education) who are new to the committee. He also indicated that Genie Trow (Arts and Humanities) will join the committee as well.</p>
<p>II. Informational Item – -Meeting Schedule 16-17 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 -Definitions sub-committee -WEAVE replacement sub-committee -College-wide EMP Priorities for 2016-17 and Beyond</p>	<p><i>Glenn</i></p>	<p><u>Issues Discussed:</u> Educational master plan – came from various retreats, going to college-wide retreat later this month. These goals prioritized for resource allocation. Tie goals in your areas to one or more of these goals. Study of Student Engagement on IERP webpage.</p> <p>Definition sub-committee is progressing.</p> <p>WEAVE replacement sub-committee will have first weekly meeting at 430 pm today.</p> <p><u>Action Taken:</u> None.</p>



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		<p><u>Follow Up Items:</u> None.</p>
<p>III. Action Item – -2016-17 Goals (attached) -Faculty co-Chair Proxy -Representative Responsibilities (attached) -Determination of dates for Representative training</p> <p>Consent Agenda Non-Substantial SLOs: AJ 103, AJ 104, AJ 109, AJ 203, AJ 207, ART 121, ART 145, ASTR 101L, CA 107, CFE 113, CFE 150, CFE 151, CFE 152, CFE 155, CFE 156, CFE 157, CHEM 205, CHIN 101, CHIN 102, CHIN 201, CHIN 202, CT 105, CT 110, DFST 105, DM 105L, ECON 100, ECON 102, ENGR 185, FREN 101, FREN 102, FREN 202, FREN 203, FTEC 113, FTEC 215, GEOG 110, HD 100, HD 101, ID 100, ID 110, ID 120, ID 150, ID 160, ID 201, INT 101, KIN 103, KIN 110, KIN 120, KIN 145, KIN 150, KIN 200, KIN 215, KIN 220, KIN 230, KIN 240, KIN 255, LAC 100, LAC 200, LAC 299, NF 103, NS 101A, NS 102A, NS 103A, POLS 103, RCP 103, RCP 105, RCP 202, SOC 105, SOC 115, VN 110, VN 111, VN 112, VN 113, WDTO 101,</p> <p>Substantial Course Rev: ANTH 103, ANTH 112, ATH 102, ATH 103, BUS 111, CA 103, DFST 106, DFST 108, EMT 101, ERSC 101, GEOG 101, GEOG 101L, GEOL 101, GEOL 101L, GEOL 102, GEOL 102L, MATH 124, MATH 230, MATH 250, MGT 201, MUSC 122, OT 205,</p>	<p><i>All</i></p>	<p><u>Issues Discussed:</u> Goals: Should OOs be added to the goals if the separation of OOs doesn't happen? OOs may have their own goals for budgeting, but does this committee review OOs "until such time it is reorganized?" To clarify, these are goals to be submitted to the Academic Senate. Committee needs better participation from other areas, especially where the Operational side is concerned. Make a goal to articulate role in OOs? Add 7th goal: define the outcome committee's role in operational outcomes. Change wording goal 5: "Have begun" to "Begin". Goal 6: "Have in place a" to "Establish a procedure". Motion approved as amended.</p> <p>Faculty co-chair proxy: Wendy volunteered.</p> <p>Representative responsibilities: #2: "Reviewing" to "Review" and "coming" to "come". Lose the 'ings in #3. #9 "Assist the Division/Area with the training, implementation and use of Outcomes related software". #6: Review SLO and PLO submissions in CurricuNET for their division and determine appropriate action.</p> <p>Dates for training: Wed 28th and Monday 26th at 3pm and Oct 3rd.</p> <p><u>Action Taken:</u> A motion was made and seconded to approve the 2016-2017 Goals with noted and agreed upon revisions. Motion carried with edits by all members present.</p> <p>A motion was made and seconded to approve the designation of Wendy Stout as the Outcomes faculty co-chair proxy. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the representative responsibilities as revised. Motion approved as amended by all members present.</p> <p>A motion was made and seconded to approved the consent agenda non-substantial course revision list as presented. Motion carried by all members present.</p>



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<p>WELD 130, WELD 145, WELD 212</p> <p>New Course Dev: FTEC 285, MUSC 124A, MUSC 124B, MUSC 124C</p> <p>Program Revision: Sociology AA-T Administration of Justice AS-T</p> <p>New Program Dev: Biology AS-T Chemistry AS-T High Intermediate ESL Cert</p>		<p>A motion was made and seconded to approve the list of substantial course revisions. After a brief review of each course SLOs the below were approved or had noted revisions:</p> <p>Substantials</p> <p>Anth 103: approved ANTH 112: approved ATH 102: approved ATH 103: approved BUS 111: approved CA 103: approved DFST 106: approved DFST 108: approved EMT 101: approved (Tim abstains) ERSC 101: approved GEOG 101: approved GEOG 101L: approved GEOL 101: approved GEOL 101L: approved (with changes to assessment criteria reading 70%) GEOL 102: same as above plus fix “r0cks” approved GEOL 102L: assessment criteria needs to be 70, approved</p> <p>MATH 124 and onward tabled with end of meeting. Motion carried by all members present.</p> <p><u>Follow Up Items:</u> Those courses that were tabled will return to the next meeting along with those that reach the committee level over the next few weeks.</p>
<p>NEXT MEETING DATE: 10/10/2016</p>		<p>The meeting concluded at 4:32pm.</p>