



**ANTELOPE VALLEY COLLEGE  
STUDENT LEARNING OUTCOMES MEETING**

**May 10, 2010**

**3:00 p.m. – 4:30 p.m. A141**

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

1. **CALL TO ORDER AND ROLL CALL**
2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**
3. **OPEN COMMENTS FROM THE PUBLIC**
4. **APPROVAL OF MINUTES**
  - a. April 26, 2010
5. **PRESENTATION - None**
6. **REPORTS**
  - a. Office of Institutional Research and Planning (Ted Younglove/Aaron Voelcker) – WEAVE Week progress and WEAVE Mapping
7. **ACTION ITEMS - none**
8. **DISCUSSION –**
  - a. Communicating SLOs to Students: SLOs and the Syllabus (handout)
  - b. PLOs for certificates and degrees
  - c. Assessing our needs and next steps
9. **ADMINISTRATIVE BUSINESS - none**
10. **OTHER**
  - a. Remaining SLO Meetings (all in A41) – 5/24
  - b. Title V sponsored webinar – “The Keys to a Culture of Assessment: Value and Respect”. This webinar will be offered on May 19, 20, 21 and 24 and will last 90 minutes. The window to view it on any computer on the AVC campus is from 12:00 a.m. to 11:59 p.m. each day. It will not be accessible from any home computer or during the interim weekend. A link will be forwarded to the college just before the event. Any faculty member who views this webinar will receive Std. 1 flex credit.
  - c. WEAVE Week is May 17-21. Please give your assistance during any of the training time that we have scheduled.
11. **ADJOURNMENT**

**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.



**ANTELOPE VALLEY COLLEGE**  
**STUDENT LEARNING OUTCOME COMMITTEE MEETING**  
**May 10, 2010**  
**Room A141, 3:00 – 4:30 PM**

<b>Members Present</b>	<b>Members Absent</b>	<b>Guests in Attendance</b>
Melanie Parker	Michelle Hernandez	
Dr. Rosa Hall	Bassam Salameh	
Dr. Irit Gat		
Ted Younglove		
Yvette Cruzalegui		
Patricia Marquez		
Dr. Fredy Aviles		
Rick Motawakel		
Aaron Voelcker		
Maggie Drake		
Kim Covell		

**1. CALL TO ORDER AND ROLL CALL**

Ms. Melanie Parker, co-chair of the SLO Committee, called the meeting to order at 3:05 p.m.

**2. OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR (MELANIE PARKER)** – Ms. Parker wished to thank everyone for all of their help and assistance to make the Spring Learning Outcomes Update and Social a great success. There was a good turnout and representation from all areas of campus. Attendees seemed to feel comfortable asking questions and a number of people stayed after to ask questions and make comments.

**3. OPEN COMMENTS FROM THE PUBLIC** – No public comments.

**4. APPROVAL OF MINUTES** – Ms. Marquez suggested that minutes be summarized with major decisions stated. A few corrections to the minutes were noted. A motion to approve the corrected minutes was made and seconded and with no further discussion, the motion was passed.

**5. PRESENTATION** – No presentations.

**6. REPORTS**

**a. Office of Institutional Research and Planning (Ted Younglove/Aaron Voelcker)** – WEAVE WEEK progress and WEAVE Mapping – WEAVE Week progress --TechEd, HR, Business Services, and Student Services identified facilitators for their WEAVE input. IT has most of their data already entered. Not all operational areas have responded as yet. The committee agreed that emails publicizing WEAVE training be directed to those already identified as facilitators, rather than sent to all faculty. The secretary asked how flex credit will be awarded. Ms. Parker stated that it will be hour per hour for training but that there would be a limit to the number of sessions one person could attend. Ms. Drake suggested that she could put out an e-mail to her faculty who are already well trained in WEAVE to attend and

become “buddies” to others. Also, SLO Committee members are more than welcome to attend to give assistance.

WEAVE Mapping -- Aaron recommended that we will soon need to get faculty involved in this process. He suggested that in measuring our SLOs and tying them to our PLOs, we are indirectly evaluating our PLOs as well. We do not know if this will be acceptable to Accreditation evaluators because they are asking for “unique assessments” of the program learning outcomes. This seems to say that you cannot use the same assessments that you are using for SLOs. Hopefully, curriculum mapping will indicate how the SLOs are integrated into PLOs and that we are at least progressing in those areas. Aaron mentioned that WEAVE would allow faculty to attach documents, such as course syllabi, to the online course files.

Dr. Hall indicated that she had attended a WASC Accreditation seminar and was impressed by the way West L.A. College has approached learning outcomes. Ms. Parker has looked at their process and agrees there is information that may be helpful in our establishment of general education PLOs. Ms. Parker is excited about having WEAVE curriculum mapping available to us and believes it will help our assessment processes. There may be money within the Title V grant to pay for training in using this WEAVE function. Aaron will continue to investigate mapping capabilities so that we can be ready to train faculty in the process. It was recommended that Aaron begin with some of the TechEd programs since their PLOs are already established.

## **7. ACTION ITEMS – none**

## **8. DISCUSSION**

**a. Communicating SLOs to Students: SLOs and the Syllabus** – Ms. Parker requested that the members give their input in regard to the handout. Dr. Gat felt that the third bullet in the first section be changed. There is confusion among faculty about this. Dr. Gat thought that you needed to create a separate set of assessments for SLOs. The committee was reminded that assessments can be embedded in existing course assignments and exams; that SLOs indicate ways we can improve programs and services but they are not for the purpose of evaluating individual students. It was recommended that this bullet be rewritten as follows: “SLOs and their assessments are used only to evaluate the effectiveness of the course and/or program, NOT to determine an individual student’s performance in the course or program.”

Ms. Marquez stated that we need to make sure that a faculty member does not indicate that students are being graded based upon the SLOs, but rather on the objectives stated in the COR. In that regard, we must make sure that we forward to faculty a document that gives them the correct guidance. We must remember that SLOs were meant for improving instruction, the program, and the institution.

Aaron mentioned that if we must utilize unique assessments for PLOs, the tool we have in WEAVE that allows us to link them is the syllabus and curriculum mapping. The committee was reminded the SLOs and CORs for courses are filed together in Academic Affairs. There may be a possibility of WEAVE and CurricUNET being able “talk to one another” so that faculty could access both the COR and associated SLOs easily. During last Friday’s Update event, Dr. Beyer recommended a link be installed on the SLO website to the CORs and a reverse link from the CORs to the SLOs. Mrs. Parker will follow-up on this idea.

Ms. Parker wanted input on the section giving faculty choices for communicating SLOs to students. Most felt that the wording needed to be changed. Wording decided upon was:

“Faculty choose how to best communicate SLO information to their students using one of the following recommended practices:” It was also suggested that after the third bullet, we put in parenthesis “(Example: myAVC or Blackboard)”.

Addressing the third set of bullets, Ms. Marquez suggested that we change “aid” to “frame”, so the wording shall be: “Suggestions to frame student discussion of SLOs:”. All of the members concurred that this is appropriate.

Ms. Parker relayed that once approved, the document would be taken to Senate and then to AP&P as an information item. It will then be sent out to faculty. Ms. Marquez suggested that it be included in the Faculty Handbook in the AP&P section. She recommended that we have Maria Clinton put a statement at the bottom of the page of the model syllabus. Wording could be something like “For communicating SLOs to your students, please refer to the specific webpage or page in the handbook”. Ms. Parker also mentioned that she had received an e-mail survey from the State Academic Senate asking how many campuses have integrated SLOs into their CORs.

As one final correction, Mr. Younglove suggested that the title be changed to “Communicating SLOs to Students”. All agreed that this should be corrected.

Dr. Aviles had a concern that not all syllabi he sees are in compliance with the guidelines and that adding another document would create more problems. It was stated that the deans have the responsibility to determine if faculty syllabi are adequate and in compliance. Ms. Drake recommended that “Communicating SLOs to Students” be included in the mandatory HR orientation and all agreed. Ms. Marquez recommended that we present this document as an action item at the next meeting, so there will be no problem with it being presented to Senate. Ms. Parker will make changes to the document and e-mail it out to members so they can review it before the next meeting.

**b. PLOs for certificates and degrees (Melanie Parker)** – Ms. Parker will be meeting with Counseling on May 11 to discuss the GE PLOs. Dr. Grishman already has ideas for how this can be done. Ms. Marquez indicated that statements for 1-4 from page 53 of the current catalog could be converted into PLOs because they basically contain all the content that is needed. Dr. Hall recommended that we indicate which PLOs correlate with areas A-F and that the ILOs also should be included in the correlation. Ms. Drake asked how we will measure general education PLOs and what strategies could be utilized? Dr. Hall suggested that we look again at how West L.A. College had written general education PLOs and adapt them to our needs. Ms. Drake will be visiting West L.A. College on May 12<sup>th</sup> and hopes to contact their SLO Coordinator, Dr. Lloyd S. Thomas.

Ms. Drake indicated that mapping the PLOs might be one way to assess the program learning outcomes for general education. In the past we discussed the possibility of creating a very short survey or questionnaire that students would fill out when they apply for graduation. Ms. Drake believes this is an idea to pursue. We could write questions with assessment outcomes in mind.

**c. Assessing our needs and next steps – Tabled**

## **9. ADMINISTRATIVE BUSINESS - none**

## **10. OTHER –**

**a. Remaining SLO Meetings (all in A141) –5/24**

- b. Title V sponsored webinar during WEAVE Week (The Keys to a Culture of Assessment)** – Ms. Parker reminded each member about the webinar that will take place starting on May 19
- c. WEAVE Week, May 17 through 21, 2010** –Mr. Parker will send out the schedule.
- d. October 6 Student Success Conference in Costa Mesa** – Title V has funds to enable anyone to attend if they so desire.
- e. Invitation to CDC to view the practicum students presenting their projects** – May 26, 6-8 p.m.
- f. Ms. Marquez recommended that Ms. Parker sent out an all-faculty e-mail on success of Spring Update.**

**11. ADJOURNMENT** – the meeting was adjourned at 4:35p.m.

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