ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOMES MEETING
October 26, 2009
3:00 p.m. – 4:30 p.m. Room 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.   September 28, 2009
    b.   October 12, 2009

5.   **PRESENTATION**
    a.   Kim Covell- SLO Website

6.   **REPORTS**
    a.   Status of SLO, PLO and OO Development
    b.   Status of Division Presentations – What we are learning about faculty concerns(Melanie Parker)

7.   **ACTION ITEMS – None**

8.   **DISCUSSION –**
    a. Revised SLO statement for website
    b. Assessment of other SLO websites
    c. Sample PLO development packet
    d. Revised SLO reporting guidelines
    e. Remaining meeting dates for Fall 2009: November 9 and 23, December 7

9**.**   **ADMINISTRATIVE BUSINESS - None**

10.   **OTHER - None**

11**.**   **ADJOURNMENT**

ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOME COMMITTEE MEETING
October 26, 2009
Room A141, 3:00 – 4:30 PM

Members Present	Members Absent	Guests in Attendance
Melanie Parker	Dr. Rosa Hall	
Maggie Drake	Ted Younglove	
Dr. Irit Gat	Dr. Fredy Aviles	
Yvette Cruzalegui	Michelle Hernandez	
Kim Covell	Rick Motawakel	
Dr. Bassam Salameh		
Dr. Bob Harris		

1. **CALL TO ORDER AND ROLL CALL**
   Ms. Melanie Parker, co-chair of the SLO Committee, called the meeting to order at 3:13 p.m.

2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR (MELANIE PARKER)** – Ms. Parker thanked all the members who have been so helpful and especially those who have done presentations in division meetings.

3. **OPEN COMMENTS FROM THE PUBLIC –** None

4. **APPROVAL OF MINUTES** – a motion was put forth and seconded to approve the minutes from the September 28, 2009 meeting. With no further discussion, the minutes were approved. A motion was put forth and seconded to approve the minutes from the October 12, 2009 meeting. With no further discussion, the minutes were approved.

5. **PRESENTATION –** Kim Covell presented information on improving the SLO webpage with tutorials much like the "Get ready to register" site on avc.edu. She suggested putting tutorials and a question/answer section on the site. She gave us information on utilizing a program called Captivate, which uses screen shots to provide more self-explanatory information. She also spoke about another possible program, I-Spring, which utilizes Powerpoint to Flash technology. Kim relayed that we could take our forms and/or information on the process of using WEAVE to produce tutorials that may help users with these processes. Committee members agreed that a site with more visual aids than text is better and more user-friendly than what we are currently using. We can also add a number of useful links to the webpage. It was mentioned that we should incorporate the help of the Technical Trainer, Greg Krynen, to give us assistance as well

as our webmaster, Stephen Burns. Dr. Gat has put together a WEAVE guide that would be a big help to those who are inputting into the program and that information could form the basis of a tutorial. Additionally, a link to WEAVE could be incorporated into the webpage. It was suggested that Aaron Voeckler's e-mail address be embedded for questions and input. At present the priorities for the webpage will be: tutorials such asdata entry into WEAVEonline, information on the assessment process, and tutorials for writing SLOs and PLOs.

6. **REPORTS**
    a. **Status of SLO, PLO and OO Development (Melanie Parker)** – Business Services and IT have recently submitted OOs. Right now, we are in a big push to get the PLOs done and will be working with deans to get this accomplished. SLOs continue to trickle in for approval. Our reporting rate is only 23% of total courses; we need to drastically increase assessment rates and assessment reporting. We are way below where we should be at this time in the process.
    b. **Status of Division Presentations (Melanie Parker)** – Dr. Gat and Dr. Hall will be presenting to divisions this week. We still need someone to present to PE/Athletics on Friday October 31st, as Ms. Parker will be presenting professional development (Flex) workshops all day. Feedback from faculty at division meetings indicates their feeling that the amount of work needed to input data into WEAVE is more than the flex credit given. Melanie will check with the Professional Development Committee to see if hour credit can be increased. Budget and class cuts have obviously affected the priority faculty are placing on SLO-related work; some have expressed concern that they may not have classes to teach next year, so why worry about SLOs. Maggie Drake shared how she works with her division on getting the SLO work done and mentioned she has taken responsibility to input course information into WEAVEonline herself. She spreads responsibility out to all her faculty so no one has a large amount to do and believes there is less resistance in getting it accomplished for that reason. She makes it a point to work with each faculty member individually. Faculty are given a deadline of four weeks to accomplish the work and then will refine what they have done during intersession. This could definitely be used as a model for other divisions on campus, though Ms. Drake was careful to say she did not intend to suggest all deans follow her model.

7. **ACTION ITEMS** – None

8. **DISCUSSION**
    a. **Revised SLO statement for website (Melanie Parker)** – Ms Parker queried the members on the SLO statement posted on the website. All members relayed that they felt it was fine even though the webmaster, Stephen Burns, felt it should be changed to be more user-friendly. All members agreed that we must keep in mind who the audience is that will read this statement and felt that since faculty and staff are the main readers, it should remain as is.
    b. **Assessment of other SLO websites (Melanie Parker)** –Ms. Parker had asked the committee members to review other college websites and research their SLO-related site information. She suggested a number of choices for feedback. Dr. Salameh did quite a bit of research on the websites and found L.A. Mission College to have the best site. He found that most sites had too much to read and that many seem to be copying from each other; several members of the committee seconded this opinion. One college, Contra Costa, incorporated Bloom's Taxonomy into their site and

members agreed it should be incorporated into ours. We have discovered that many of our SLOs were not written satisfactorily in the beginning of this process and that their assessment may be difficult to impossible. Faculty are discovering this as they work through the process of assessment and our hope is that this will drive improvement. Target levels/criteria for success were not set for many courses; faculty will need to revisit SLOs and revise their forms with this information. It may take several academic cycles before many areas have sufficient assessment data to work with. Ms. Parker reminded the committee that when talking to faculty members or giving presentations, please reiterate that SLO assessment results will not be viewed as a reflection on their teaching. SLO results represent aggregate student data from all sections of the course being taught (or services offered) and will be used as a basis for faculty and staff to improve teaching practices, student services, and to provide evidence of budget and planning needs.

c. **Sample PLO development packet (Melanie Parker)** – PLO packets are not yet ready but will soon be ready for distribution to the members. PLO information will go into WEAVE, but because heading and labels in the system differ from what we are using at AVC, we are not certain where that data will go.

d. **Revised SLO reporting guidelines (Melanie Parker)** – these will be posted this week along with sample reporting forms.

e. **Remaining meeting dates for Fall 2009** – November 9 and 23, December 7. Please note the November 9th meeting will take place in BE 207.

9. **SLO Committee Administrative Business - None**

10. **OTHER –** None

11. **ADJOURNMENT** – the meeting was adjourned at 4:18 p.m.

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