



**ANTELOPE VALLEY COLLEGE  
STUDENT LEARNING OUTCOMES MEETING  
AGENDA  
October 22, 2012  
3:00 p.m. – 4:30 p.m.  
L 201**

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 (attachment)**
  - a. October 8, 2012**
- 5. REPORTS**
  - a. Updates from the Department of Institutional Effectiveness, Research, and Planning – TBD/A. Zentner**
- 6. ACTION ITEMS (attachments)**
  - a. Math 065 SLOs**
  - b. Math 124 SLOs**
  - c. Math 148 SLOs**
  - d. Engr 125**
  - e. Engr 215**
  - f. Engr 221**
  - g. Dance PLOs**
- 7. DISCUSSION ITEMS**
  - a. Procedure for Proposed Classes and Programs (Glenn Haller)**
  - b. Operational Learning Outcomes (A. Zentner and others)**
  - c. General Education Program Learning Outcomes (natural sciences, SBS, humanities, language, additional breadth, diversity studies)**
  - d. Assessment of SLO/PLO Procedures: How well are procedures followed for the design, identification, approval, administration, delivery, and evaluation of SLOs and PLOs?**
- 8. ADMINISTRATIVE BUSINESS**
  - a. SLO-Related Events**
    - SLOs/PLOs: Closing the loop- Thursday, November 1, 2012 (6-9 pm, SSV 151)
    - SLOs/PLOs: Lessons learned- Thursday, November 15, 2012 (6-9 pm, SSV 151)
- 9. OTHER**
  - a. Revised SLOs: Biol 120**
  - b. Revised PLOs: none**
  - c. Future SLO Meeting dates for Fall 2012: Nov. 12, Nov. 26**
- 10. ADJOURNMENT**

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ANTELOPE VALLEY COLLEGE  
STUDENT LEARNING OUTCOMES

MINUTES

October 22, 2012

3:00 p.m. – 4:30 p.m.

L201

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

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

The October 22, 2012 Student Learning Outcome meeting was called to order at 3:04 p.m. by Dr. Fredy, Aviles, Committee Chair.

MEMBERS PRESENT

Dr. Fredy Aviles, Chair  
Aeron Zentner  
Carolyn Burrell  
Leslie Baker  
Dr. Robert Harris  
Dr. Glenn Haller  
Stacey Adams

Dr. Bassam Salameh  
Yvette Cruzalegui  
Wendy Stout  
Willard Howard  
Kim Covell  
Dr. Tom O'Neil

MEMBERS ABSENT

Dr. Irit Gat  
William Vaughn

GUESTS

Tooraj Gordi  
Sharon Lowry

**2. OPENING COMMENTS FROM THE CHAIR**

Dr. Aviles requested a five (5) minute limit to each action item.

**3. OPENING COMMENTS FROM THE PUBLIC**

None.

**4. APPROVAL OF MINUTES**

**a. October 8, 2012**

*A motion was made and seconded to approve the minutes of the October 8, 2012 meeting, with corrections.*

*Motion carried.*

**5. REPORTS**

**a. Updates from the Department of Institutional Effectiveness, Research, and Planning**

**Aeron Zentner**

The final report for outcomes assessment was submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC). While our Student Learning Outcomes (SLOs) and Operational Outcomes (OOs) have a high compliance rate, however, Program Learning Outcomes (PLO) compliance rate is low. The goal is to be at 100% compliance sustainability in the year 2012-13 cycle. Mr. Zentner is in the process of developing an integrated effectiveness planning calendar.

*Approved: November 12, 2012 Student Learning Opportunities Committee Meeting*

**6. ACTION ITEMS (attachments)**

**a. Math 065 SLOs**

*A motion was made and seconded to approve the Math 065 SLOs.*

*Motion carried.*

**b. Math 124 SLOs**

*A motion was made and seconded to approve the Math 124 SLOs.*

*Motion carried.*

**c. Math 148 SLOs**

*A motion was made and seconded to approve the Math 148 SLOs.*

*Motion carried.*

**d. Engr 125**

*A motion was made and seconded to approve Engr 125 SLOs.*

*Motion carried.*

**e. Engr 215**

*A motion was made and seconded to approve the Engr215 SLOs.*

*Motion carried.*

**f. Engr 221**

*A motion was made and seconded to approve the Engr 221 SLOs.*

*Motion carried.*

**g. Dance PLOs**

*A motion was made and seconded to approve the Dance PLOs.*

*Motion carried.*

**7. DISCUSSION ITEMS**

**a. Procedure for Proposed Classes and Programs (Dr. Glenn Haller)**

Dr. Glenn Haller explained his proposal to treat existing courses and new courses different.

Ms. Wendy Stout stated AVC sets the standard at 70% or better.

Dr. Haller questioned why we can't do that for every course.

Dr. Robert Harris explained that's what the action plan in WEAVE is all about – to arbitrarily set a standard, an arbitrary method after teaching the class a semester or two.

Dr. Fredy Aviles explained it's a faculty decision whether or not to implement a revision, which can be done without going through AP&P. But when they come up for renewal with AP&P – they will be asked if revisions were made.

Dr. Haller stated faculty reviews revisions before submission to WEAVE and before moving forward into AP&P,

Dr. Aviles stated he is trying to make the process as easy as possible.

Ms. Stacey Adams stated she understands what Dr. Haller is proposing and sees the need.

Dr. Harris identified it as the purpose of action plans. He affirmed that 60 days is not a long enough period to make a fair assessment, suggesting a few cycles before assessing. As action plans change SLOs and achievement targets, he suggested another deadline would create premature guessing.

Dr. Harris asked if SLOs were brought back to committee.

Dr. Aviles stated that faculty currently utilizes the revision form, stating there is not a current process in place. He explained the process may be more complicated because it will go through AP&P.

Dr. Harris stated faculty is continually challenged to put something in writing, as each year they are asked to review because of emphasis at the state level. The hope is using a productive manner and format to offer services and make the classroom more effective.

Mr. Zentner suggested starting with a baseline number (simple parameter).

Ms. Adams questioned whether a different standard be set for new courses that come through.

Dr. Aviles discouraged different standards for new and existing courses to tie into the revision process. He reiterated the importance of treating everyone equally, and making the challenging process easier. Dr. Aviles stated he has a FLEX event planned for next semester addressing

revisions of SLOs and PLOs. He explained that the committee needs to determine and vote on a process.

**b. Operational Learning Outcomes (A. Zentner & Others)**

Mr. Aeron Zentner explained that in reviewing data, AVC is pushing over 1,000 SLOs. He stated there is no reason to review 28 OO's. He stated there is a current form for SLO's, but not one for OOs. During end of reporting cycle – lots of meetings to help input OO's. Many didn't have any to assess. Mr. Zentner suggested a subcommittee meet 1-2 times per semester to report to the SLO committee. The sub-committee will review, modify, sign off and put into the revised OOs into the system. Mr. Zentner has communicated with another administrator interested in co-chairing the sub-committee.

Mr. Willard Howard recommended training.

Dr. Robert Harris recommended operational outcomes be addressed by the SLO committee, as the responsibility lies with the committee who is ultimately responsible for the final decisions. He suggested bi-annual meetings for representatives and representatives from like areas to be present to discuss and assist.

Ms. Kim Covell stated many OOs have been approved under the SLO model.

Dr. Harris asked if SLOs, PLOs and OOs that are reviewed each year actually come before the SLO committee prior to implementation.

Ms. Covell stated that SLOs update action plans but not necessarily OOs. They should follow process of SLOs.

Dr. Sharon Lowry explained that OOs are slightly comparable to SLOs, suggesting they are somewhat related in the PLO area as well.

Ms. Carolyn Burrell suggested keeping everything as consistent as possible across the board.

Ms. Burrell recommended training.

Mr. Zentner proposed a sub-committee.

Dr. Aviles reiterated the need for training.

Ms. Stacey Adams encouraged a subcommittee, to avoid the need for in-depth training and to circumvent complications of going back and forth.

Mr. Howard recommended a subcommittee, and training for the SLO committee. He suggested the person who wrote the OO present at the SLO meeting.

Dr. Aviles reminded the members that most understand SLOs and PLOs, and that he works with the presenter prior to a proposal to the committee. He suggested Mr. Zentner deal with OOs then bring them to committee as an action items.

Ms. Lowry recommended Mr. Zentner have a colleague work with him, suggesting Dr. Aviles remain involved until the new Dean of Institutional Effectiveness, Research and Planning is onboard.

Mr. Howard questioned how many revisions were made to the 84 OOs. Aeron Zentner answered 27 were defined; 3 have not been defined (nothing in WEAVE online).

Ms. Wendy Stout stated the committee should be helping.

Dr. Aviles asked the members to contemplate the process further for future discussion.

**c. General Education Program Learning Outcomes (Natural Sciences, SBS, Humanities, Language, Communication and Analytic Thinking, Additional Breadth, Diversity Studies)**

Dr. Aviles explained that General Education Outcomes are linked to IOs. PLOs could be reported so GEOs have been met.

Dr. Harris stated that GE PLOs have been established and are seen as responsibility of counseling. At some point General Education Outcomes were created. Dr. Aviles said he would contact Lee Grishman and Melanie.

Dr. Fredy Aviles stated that if they were written, they may be acceptable and were probably approved. Specific GEOs should be tied to specific areas and classes.

Dr. Harris affirmed that that assessment could be extremely difficult, but stated the survey may not be enough to properly assess the GEOs.

Ms. Adams quantified using the survey as part of several assessments, but not the only assessment.

Ms. Covell suggested a frequency study of which classes are most likely to be assessed (ones students finish most often).

Dr. Aviles suggested further discussion.

**d. Assessment of SLO/PLO Procedures: How ell are procedures followed for the design, identification, approval, administration, delivery and evaluation of SLOs and PLOs, OOs and ILOs?**

Dr. Aviles addressed the necessity to assess our procedures.

Ms. Lowry stated the committee is doing a great job with SLOs and PLOs, but as the OOs were started, the loop was not closed and they were disregarded. Ms. Lowry suggested following a similar process for all OOs. She recommended more fine-tuning and reiterated the necessity to move from proficiency to sustainability, reminding members that AVC has until June 30, 2014 to be 100% across the board in all columns.

Ms. Wendy Stout suggested OO FLEX events.

Ms. Lowry suggested a requirement to have SLOs for all courses and PLOs for a program before it will be approved. If not, AVC will fail to be at 100% on programs and certificates. She addressed the necessity to go back and recapture those who have not complied. Ms. Lowry explained that a certificate cannot be submitted without PLOs, reminding members to advertise PLOs.

Dr. Aviles explained that when finished, SLOs, PLOs should be submitted to SLO committee before they can move forward in AP&P. We must approve and send documentation to Melissa Jauregui.

**8. ADMINISTRATIVE BUSINESS**

**9. OTHER**

**a. Revised SLOs: Bill 120**

**b. Revised PLOs: none**

**c. Future SLO Meeting dates for Fall 2012: Nov. 12, Nov. 26**

PLOs for transfer degrees need to come thru in next two meetings for next fall.

**8. ADJOURNMENT**

The October 22, 2012 Student Learning Outcomes meeting was adjourned by Dr. Fredy Aviles, Committee Chair, at 4:36 p.m.

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*Approved: November 12, 2012 Student Learning Opportunities Committee Meeting*