ANTELOPE VALLEY COLLEGE
OUTCOMES COMMITTEE MEETING
April 13, 2015
3:00 p.m. – 4:30 p.m.
BE 323

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 CO-CHAIR**

3. **OPEN COMMENTS FROM THE PUBLIC**

4. **APPROVAL OF MINUTES**
   a. March 23, 2015

5. **DISCUSSION ITEMS**
   a. Data Days (Ed, Bonnie)
   a. Weave Training (handout)
   b. Data Days Survey (Meeta)
   c. PLOs in Weave (Melissa)

6. **INFORMATIONAL**
   a. 14-15 Academic Year Outcomes Representative Proxy
   b. SLO Meeting dates remaining for Spring 2015: 4/13/15, 4/27/15, 5/11/15

7. **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.

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MEMBERS PRESENT

Dr. Fredy Aviles, Chair	Dr. Irit Gat	Melissa Jauregui	Melanie Parker
Stacey Adams	Dr. Meeta Goel	Jamie Jones, proxy	Wendy Stout
Angela Davis	Glenn Haller	Dr. Tom O'Neil	LaDonna Trimble
Luis Enriquez			

MEMBERS ABSENT		GUESTS PRESENT/EX-OFFICIO MEMBERS
Kimberly Covell	Dr. Scott Lee	
Dr. Svetlana Deplazes	Joe Owens	
Dr. Jessica Eaton	Brenda Solis	
Dr. Rachel Jenning		

1. **CALL TO ORDER AND ROLL CALL**
   A motion was made and seconded to call the March 23, 2015 Outcomes Committee Meeting to order at 3:07 p.m. Dr. Fredy Aviles, SLO Faculty Co-Chair, called the meeting to order at 3:04p.m. Motion carried.

A motion was made and seconded to amend the agenda to include data days as item 5d. Motion carried.

2. **OPENING COMMENTS FROM THE SLO COMMITTEE CO-CHAIR**
   Dr. Fredy Aviles reminded the committee members that several PLOs are still missing. It is imperative that PLOs are submitted and approved by this body for accreditation purposes. A request was made to have the list resent to the committee members to which Melissa Jauregui agreed to send out the list once more.

3. **OPEN COMMENTS FROM THE PUBLIC**
   No comments from the public were made.

4. **APPROVAL OF MINUTES**
   a. **March 9, 2015**
   A motion was made and seconded to approve the minutes from the March 9, 2015 Outcomes Committee meeting. After a brief moment a request was made to change the word smaller to fewer in the third sentence of discussion item a. Motion carried with revisions.

5. **DISCUSSION ITEMS**
   a. **SPC ILO Follow-up (Meeta Goel)**
   Dr. Meeta Goel informed the committee that she took the ILO revision information to the Strategic Planning Committee (SPC) as discussed at the last meeting. The SPC is in support of this committees work to revise the college ILOs. She also relayed information from Mr. Knudson regarding the ILOs, which is that he wants them to be measurable. Once the taskforce has completed their revision and rewrite of the ILOs, they will be presented to the Outcomes Committee for form approval after which they will be sent on to the SPC for review.

   b. **New process for categorization and assessment of SLOs, PLOs, ILOs (Glenn)**
   Dr. Glenn Haller presented a PowerPoint which depicted a new method for assessing SLOs and PLOs. He expressed concerns with the current recommendation to faculty of the campus to just click all six boxes. Dr. Hallers method would be contingent on the rewrite of the ILOs but in essence all SLOs and PLOs would map to the ILOs. The SLOs would then be assessed as usual and the PLOs assessment would be completed by using the number of successful SLOs in each category (or those classes the faculty believes should be a part of it) divided by the total SLOs taught in that category. It is important to note this should not be an aggregate of SLO numbers, PLOs (and ILOs) need to be based on numbers of SLO success. For example, if there are 5 SLOs in the category and 2 SLOs met the requirements then the PLO would be based on 2/5 to determine percent rate. Past practice has been to

add up the successful students for all five SLOs and divide by the total students who attempted those SLOs. The committee expressed concerns with this method as it would teach each group of students as one rather than determining the individual success of the student in relationship to the PLO. If the committee were to implement this as their new method for determining success of PLOs, the group of 1000 students would measure the same as a group of 40 students. While many members felt the aggregated data method previously presented by Ms. Tina McDermott might not be the best way to go, they were also reluctant to accept this new method at face value. The committee requested Dr. Glenn Haller receive more input on this method by presenting it to the Academic Senate, Accreditation Ms. Tina McDermott, and Dr. Bonnie Suderman, V.P. Academic Affairs. A correction to slide 10 was noted in the middle of the third line change "classes" to "SLOs." It was also requested that the comment from those groups be shared with the whole committee at a future meeting. Many members requested a copy of the presentation after the minor correction.

   c. **Weave Training**
   Dr. Fredy Aviles walked the committee through the process for running reports. After a moment, many members expressed concerns with not having a handout or packet that reviews the process within Weave available for reference. A suggestion was made that even a one page "How to" document on each process within Weave would be beneficial.

6. **REPORT**
   a. **Data days** *(added per motion above)*
   Many members were given an opportunity to share the information collected from each of their divisions. Those comments are noted below:
   - Anne Hemsley, Division 2 Representative: Request for Tuesday, Thursday, Friday, and Saturday general trainings for Weave use; Trainings should be during spring break or the week that follows the last instructional day of classes.
   - Rachel Jennings, Division 3 Representative: No feedback provided on dates or days of the training however many faculty expressed an interest in attending a training in the future.
   - Fredy Aviles, Cochair: Many faculty expressed interest in having training dates near the end of the semester into the early part of June.

   Dr. Meeta Goel asked whether it would be beneficial to send out a survey requesting faculty to provide feedback on this topic so we get a more holistic picture of the need for this type of training. The committee as a whole agreed that the development of a survey would be beneficial.

7. **INFORMATIONAL**
   a. 14-15 Academic Year Outcomes Representative Proxy
   b. SLO Meeting dates remaining for Spring 2015: 4/13/15, 4/27/15, 5/11/15

8. **ADJOURNMENT**
   A motion was made and seconded to adjourn the March 23, 2015 Outcomes Committee meeting at 4:30p.m. Motion carried.

Running Reports in WEAVE

Step 1: Log on to WEAVE

> • *How do I log on to Weave?*
>
> Go to the avc.edu home page. Under Organizations – click on the Outcomes Committee, then click on the icon for WEAVE.
>
> Enter the following information to log on:
>
> **ID: AVCUser**
>
> **Password: marauder**

Step 2: Click on Reports (blue bar near top)

Step 3: Select the cycle

Select the assessment cycle you want to run. The default option is the current assessment cycle that corresponds to the current academic year.

Step 4: Select a report

Select "DES details, color coded."

Step 5: Select report entities

Click "selected entities (see choices)". You will then see a list of all divisions and courses for the college. You can select an entire division to run your report. For example you can select "Business, Computer Studies and economic development." This will check off all courses for that division. You can also select an individual course by clicking the box next to it.

Note that programs can be found near the bottom of the list and are labeled as **P:** followed by the program name.

Step 5: Click Next

This page gives you an option to open the report in a new window or the same window. If you have a pop-up blocker, a new window may not open (turn off the pop-up blocker).

Step 6: Click Run

It may take several seconds or minutes for the report to load. Once the report loads you will be able to see the "Data Entry Status Details." For particular

courses, you will able to see if it has identified outcomes, measures, achievement targets, findings, and action plans (mission/purpose, goal, analysis questions, and program review/annual update is also available though these are often missing and will have entries listed in red that read "none"). Entries labeled in green as "Final" indicate that information was provided. Entries listed in red as "None" indicate no information was entered. Sometimes entries will be listed in orange as "In-progress" which indicated information was provided but was not made final (this can be easily corrected by going to the actual course where the info was entered and selecting "final" – see step four and five of "Easy 5-Step guide to WEAVE SLO Entry" in the outcomes committee webpage under "documents").