

Outcomes Committee Minutes

Monday, September 23, 2019

LH-100

3:00 – 4:30pm

Type of Meeting: *Regular*

Note Taker: *Wendy Stout*

Please Review/Bring: Review the past minutes for accuracy.

Committee Members:

Glenn Haller, Faculty co-Chair

Meeta Goel, Administrative Co-chair

Svetlana Deplazes, Research Analyst

LaDonna Trimble , Student Services Dean

Stacey Adams, Faculty Division Rep

Tiesha Klundt, Faculty Area Rep

Gary Heaton-Smith, Faculty Division Rep

Cindy Hendrix, Faculty Division Rep

Cynthia Lehman, Faculty Division Rep

Scott Lee, Faculty Area Rep

Fredy Aviles, Faculty Division Rep

Karen Heinzman, Faculty Division Rep

Candace Martin, Faculty Division Rep

Ronda Nogales, Faculty Division Rep

Joe Owens, Faculty Division Rep

Wendy Stout, Faculty Division Rep

Eugenie Trow, Faculty Division Rep

Jedidiah Lobos, Faculty Division Rep

TBD, Adjunct Rep

TBD, Student Rep

Items	Person	Action
I. Approval of Agenda		<p><u>Action Taken:</u> Moved and Approved</p> <p><u>Items added:</u></p>
II. Opening Comments from the Chairs	<p><i>Glenn/ Meeta</i></p>	<p><u>Action Taken:</u> Glenn Process is important and dislikes it when people go around process and he believes this is what has been done but we just need to move forward. Glenn said this committee may be split between program review and AP&P. He will be meeting with VAN and the other committee chairs. This is still being discussed.</p>

		<p>Meeta-meeting on Friday was good and there is a timeline and we are moving forward (in regards to eLumen). 18-19 data is a test year and the data will not be used.</p> <p><u>Follow Up Items:</u></p>
III. Approval of Minutes	<i>Glenn</i>	<p><u>Action Taken:</u></p> <p>Moved and Approved with adding approval under VI</p> <p><u>Follow Up Items:</u></p>
<p>IV. Informational Item – Outcomes Committee Schedule</p> <p>Oct. 14, 2019; Oct. 28, 2019; Feb. 10, 2020; Feb. 24, 2020; Mar. 9, 2020; Mar. 23, 2020; Apr. 13, 2020; Apr. 27, 2020; May 11, 2020</p>	<i>Glenn</i>	<p><u>Issues Discussed:</u></p> <p>Oct 14 meeting will be in UH 111</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
V. Welcomes		<p><u>Issues Discussed:</u></p> <p><u>Follow Up Items:</u></p>
<p>VI. Action Items – Consent Approvals</p> <p>AUTO 125, BIOL 101, BIOL 204,</p>		<p><u>Issues Discussed:</u></p> <p>Moved and Approved</p> <p><u>Follow Up Items:</u></p>
VII. Action Items – Consent Approvals Special Circumstances		<p><u>Issues Discussed:</u></p> <p><u>Follow Up Items:</u></p>
<p>VIII. Action Items – New or Substantial Approvals</p> <p>MATH 145</p>		<p><u>Issues Discussed:</u></p> <p>Moved and Approved with change to SLO 1 Students will use the rules of logic to construct valid arguments.</p> <p><u>Follow Up Items:</u></p>

IX. Discussion/Action Item – Budget committee rep	Glenn	<p><u>Issues Discussed:</u> Volunteers asked for Karen stated that she can do this as she is already on the committee if there is no one else Glenn will send out a call.</p> <p><u>Follow Up Items:</u></p>
X. Discussion/Action Item – Handbook	Glenn	<p><u>Issues Discussed:</u> Tabled</p> <p><u>Follow Up Items:</u></p>
XI. Discussion Item – eLumen	Stacey/ Wendy	<p><u>Issues Discussed:</u> Wendy covered things from the Friday meeting. Learning Outcomes Data- This will be collected in assessment files set up by the Chair. Assessment in eLumen is just a file that becomes a repository for instructors to put their data. All SLO data must be entered into eLumen each semester. The data shall include required information from every section of every course for the Summer, Fall, Intersession and Spring. The following due dates were decided on: Due date for Chair to have all Assessments (files to gather data) done October 4, 2019. Due date for Faculty to be trained and 2018-2019 data to input October 31, 2019 Due date for Chair to have all Fall 2019 Assessments-To be determined Due date for Faculty to have Fall 2019 Data input done December 13, 2019 (with fall grades)</p> <p>At some point in the future SLOs will Map to PLOs and ILOs. For those PLOs that are measured by non-course SLOs this data will have to be entered in separately. For example licensing board exams results. Outcomes reps will need more training once curriculum part is done to review and approve changes to outcomes.</p> <p>Action Plans-Action Plans are not currently being done in eLumen. According to the Outcomes Committee handbook the Action plan process currently is as follows. Action Plans are to be entered into no later than Sept. 30 of every year. That at least one PLO be scrutinized by the faculty and an Action Plan be created. Also requires that at least one SLO be scrutinized by the faculty and an Action Plan created.</p>

		<p>These are the current responsibility of the outcomes reps. The committee my need to revise them based on the make-up of eLumen.</p> <ul style="list-style-type: none"> •Provide support and training •Recommend and provide samples of effective assessment tools •Provide support in the analysis of data •Provide connections to current campus practices •Provide support and data in program review •Provide support and data to the accreditation reports •Ensure that Student Learning Outcomes (SLOs) are connected to Institutional Learning Outcomes (ILOs) •Act as a resource group and maintain liaison to AP&P <p><u>Follow Up Items:</u></p>
XII. Discussion Item – eLumen Training	Glenn, Inter aila	<p><u>Issues Discussed:</u></p> <p>Wendy will send out the training that she built for her department. Wendy will do training with outcomes and will The elumen team know that</p> <p><u>Follow Up Items:</u></p>
XIII. Discussion Item – Outcomes and Canvas	Alex Parisky – Manager, Instructional Resources and Design	<p><u>Issues Discussed:</u></p> <p>Alex-eLumen allows all outcomes and sinks with canvas using speed grader. Fairly simple process, Alex is here to help with the implementation on this. He will work with Greg Krynen for training. He does believe that eLumen and Canvas will work with each other.</p> <p><u>Follow Up Items:</u></p>
NEXT MEETING DATE: 10/14/2019		