



**ANTELOPE VALLEY COLLEGE
OUTCOMES COMMITTEE MEETING
September 8, 2014
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**
 - a. May 12, 2014
5. **REPORTS**
 - a. Opening Day (August 15, 1: 10 pm – 2:25 pm in LH 102)
 - b. Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel
6. **ACTION ITEMS**
 - a. Revised SLOs: GER 201, RCP 102, RCP 104, SPAN 201SS, THA 130
 - b. Revised PLOs: none
 - c. New course SLOs: none
 - d. New program PLOs: none
7. **DISCUSSION ITEMS**
 - a. Outcomes Committee membership (attachment)
 - b. SLO/PLO data, action plan reporting
 - b. Operational outcomes
 - c. Outcomes Committee mission (attachment)
 - d. Outcomes Committee goals 2014-2015 (attachment)
 - e. Outcomes Committee website
8. **ADMINISTRATIVE BUSINESS**
 - a. **SLO-Related Events** –
 - 1) FPD: Friday, October 3, 9am – 12pm in SSV 151
 - 2) FPD: Friday, March 6, 2015, 9am – 12pm in SSV 151
9. **OTHER**
 - a. SLO Meeting dates remaining for Fall 2014: 9/22/14, 10/13/14, 10/27/14, 11/10/14, 11/24/14
10. **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
OUTCOMES COMMITTEE MEETING
May 12, 2014
3:00 p.m. – 4:30 p.m.
L 201**

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

MEMBERS PRESENT			
Dr. Fredy Aviles, Chair	David Durost	Dr. Meeta Goel	Dr. Tom O’Neil
Stacey Adams	Luis Enriquez	Glenn Haller	Melanie Parker
James Bixler	Dr. Irit Gat	Dr. Scott Lee	Wendy Stout
			William Vaughn
MEMBERS ABSENT		GUESTS PRESENT/EX-OFFICIO MEMBERS	
Leslie Baker	Jessica Eaton		
Carla Corona	Diana Keelan		
Kimberly Covell	LaDonna Trimble		

1. **CALL TO ORDER AND ROLL CALL**
A motion was made and seconded to call the May 12, 2014 Outcomes Committee Meeting to order at 3:12p.m. Dr. Fredy Aviles, SLO Faculty Co-Chair, called the meeting to order at 3:05 p.m. Motion carried.
2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**
Dr. Fredy Aviles requested the committee to announce in their next division meeting that SLO and PLO data is due and needs to be entered in Weave.
3. **OPEN COMMENTS FROM THE PUBLIC**
No comments from the public were made.
4. **APPROVAL OF MINUTES**
 - a. **April 28, 2014**
A motion was made and seconded to approve the minutes from the April 28, 2014 Outcomes Committee meeting. Motion carried.
5. **REPORTS**
 - a. **Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel**
Dr. Meeta Goel announced that AVC was at 100% compliance last fall and requested representatives to encourage faculty to meet the same level of entry in Weave.
6. **ACTION ITEMS**
A motion was made and seconded to amend the agenda to include item 6c PHTC 102L. Motion carried.
 - a. **Revised SLOs: SOC 200, RCP 101, RCP 201**
A motion was made and seconded to approve item 6a Revised SLOs: SOC 200, RCP 101, RCP 201. After a brief discussion it was decided that revisions were not necessary. Motion carried.
 - b. **Revised PLOs: none**
 - c. **New course SLOs: PHTC 102L**
A motion was made and seconded to approve item 6c New course SLOs: PHTC 102L. After a brief discussion it was decided that revisions were not necessary. Motion carried.
 - d. **New program PLOs: Associate Degree in Nursing Science**
A motion was made and seconded to approve item 6d New program PLOs: Associate Degree in Nursing Science. After a brief discussion it was decided that revisions were not necessary. Motion carried.

7. **DISCUSSION ITEMS**

a. Tina McDermott

Ms. Tina McDermott attended the committee meeting to address the concerns related to the Degree Qualification Profiles (DQP). She indicated that it is important to revise our ILOs to be in line with the DQP which will show the mapping from SLOs to PLOs to the ILO level. Dr. Irit Gat felt this should be done quickly but requested clarification on the appropriate body to do the revise. Ms. McDermott indicated that perhaps this committee or a taskforce created from this body would produce the revised ILOs and present them to the Senate for consideration. She indicated that the current challenge has been assessing the ILOs as written. If the ILOs could be rewritten we will be able to better assess our progress. She indicated that it was not necessary to think in term of DQP as the DQP is written into the accreditation standards. The Outcomes Committee would just need to write the ILOs according to the accreditation standards. Mrs. Adams indicated that the DQP were originally presented to the committee as a rewrite of all PLOs but it sounds like the ILOs are the only piece needing to be rewritten. Dr. Aviles added that the general education outcomes (GEOs) should also be revised. Ms. McDermott clarified that if the ILOs are rewritten it may make the revision to the PLOs unnecessary since most PLOs are already mapped to the ILOs. It was suggested that assessment occur once at the SLO level, which should map up to the PLOs and ILOs. Dr. Aviles also stated that writing of the next set of accreditation responses will be facilitated by this new process. Dr. Scott Lee asked if there is a timeline for the ILO revisions as this has been discussed since 2008 without action. It was also noted that SPBC wrote and approved the original ILOs so perhaps the outcomes committee can send the recommended revisions to that committee for consideration. Ms. McDermott indicated that the process should be doable and not cumbersome. Dr. Aviles mentioned that some colleges have rewritten their ILOs according to the new language to which the committee requested sample. Dr. Aviles agreed to present the samples at Welcome Back along with the Psychology PLOs as he had already revised the existing PSY AA-T PLOs to the DQP. Ms. McDermott suggested the revisions to the ILOs be done early fall semester and sent upwards for approval.

b. SLO committee goals (attachment)

After a review of the committee goals, it was requested that ‘SLO’ in the Mission be replace with “Outcomes Committee.” It was also requested that the mention of OOs in goal number one, be removed as OOs will not be entered in CurricUNET. A discussion occurred regarding the issue of representation as many areas are not present at the meetings especially the OO representatives. Glenn Haller announced that Senate is currently reviewing its structure and change will likely affect the subcommittees. As a result if more or less representation is needed, a recommendation should be directed to the Senate. Ms. Melanie Parker suggested another goal be added that speaks to the revision of the ILOs. Dr. Meeta Goel asked if it would be appropriate to discuss the attendance issues with the executive council.

c. Welcome Back (attachment)

Dr. Fredy Aviles requested the committee members to review the Welcome Back presentation in the agenda packet and send their feedback via email. Ms. Stacey Adams expressed her concerns as Ms. Tina McDermott just spoke to the need for ILO revision but the Welcome Back presentation is suggesting a rewrite of the PLOs. Dr. Aviles will add the PLO sample as written to the DQPs and explained that the presentation is meant to be informational. Dr. Aviles indicated that he would send the finalized description and goals along with the presentation and PowerPoint.

8. **ADMINISTRATIVE BUSINESS**

a. SLO-Related Events

- i. Welcome back: August 15, 2014

9. **OTHER**

- a. SLO Meeting dates for Fall 2014: TBD**

10. **ADJOURNMENT**

A motion was made and seconded to adjourn the May 12, 2014 Outcomes Committee meeting at 4:33p.m. Motion carried.

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ANTELOPE VALLEY COLLEGE

College Coordinating Council Committee Information Sheet

Outcomes Committee 2014 – 2015

Committee Name

	Appointed By	Individual	Term	Expiration Date
Co-Chair	Academic Senate – Faculty	Fredy Aviles	3 of 3	June 30, 2015
Co-Chair	Dean of Institutional Effectiveness, Research, and Planning	Meeta Goel	Standing Member	Standing Member
Admin. Member	Academic Dean	Dr. Tom O’Neil	3 of 3	June 30, 2015
Admin. Member	Student Services Dean	LaDonna Trimble	2 of 3	June 30, 2016
Research Analyst	Research Analyst – by position	VACANT	Standing Member	Standing Member
Div Faculty Rep	Library	Dr. Scott Lee	3 of 3	June 30, 2015
Div Faculty Rep	Division #1	Stacey Adams	3 of 3	June 30, 2015
Div Faculty Rep	Division #1	Wendy Stout	1 of 3	June 30, 2017
Div Faculty Rep	Division #1	Leslie Baker	3 of 3	June 30, 2015
Div Faculty Rep	Division #2	Luis Enriquez	3 of 3	June 30, 2015
Div Faculty Rep	Division #2 (new)	VACANT	1 of 3	June 30, 2017
Div Faculty Rep	Division #3	Bill Vaughn	1 of 3	June 30, 2017
Div Faculty Rep	Division #3 (new)	VACANT	1 of 3	June 30, 2017
Div Faculty Rep	Division #4	VACANT	1 of 3	June 30, 2017
Div Faculty Rep	Division #4	Dr. Irit Gat	2 of 3	June 30, 2016
Div Faculty Rep	Division #5 (new)	VACANT	1 of 3	June 30, 2017
Div Faculty Rep	Division #5	Dr. Glenn Haller	1 of 3	June 30, 2017
Div Faculty Rep	Counseling and Matriculation	Jessica Eaton	3 of 3	June 30, 2015
Academic Affairs	Academic Senate	Melanie Parker	3 of 3	June 30, 2015
Student Services	Academic Senate	VACANT	2 of 3	June 30, 2016
Adjunct Faculty	Academic Senate	VACANT	2 of 3	June 30, 2016
Confidential Management	Confidential Management (OOs)	Diana Keelen	3 of 3	June 30, 2015
Classified Employee	Classified Union	Kim Covell	3 of 3	June 30, 2015
ASO Rep	ASO – Non Voting Ad Hoc	David Durost	1 of 1	June 30, 2015

Type of Committee/Authority:

Academic Senate Standing Committee.

Purpose:

Student Learning Outcomes (SLOs) are specific observable characteristics developed by faculty and staff that allow them to determine or demonstrate evidence that learning has occurred as a result of specific course, program, activity, or process. The SLO Committee will determine a campus-wide process for the uniform implementation and assessment of Student Learning Outcomes at the course, program, and department level. A Faculty Co-chair and the Dean of Institutional Effectiveness, Research, and Planning are responsible for chairing the committee and overseeing that the functions of the SLO Committee are met.

Function:

- Provide support and training
- Recommend and provide samples of effective assessment tools
- 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 resource group and maintain liaisons to AP&P

Committee submits recommendations to:

(To whom does the committee submit recommendations?)

Academic Senate

Composition:

Faculty Co-Chair

Dean of Institutional Effectiveness, Research and Planning, Administrative Co-Chair

(1) Academic Dean

(1) Student Services Dean

(1) Research Analyst, by position

(13) faculty representatives (3 from Division#1;2 from Divisions #2-#5; 1 from Counseling; 1 from Library)

(1) Academic Affairs Representative - At Large

(1) Student Services Representative - At Large

(1) Adjunct Faculty Representative

(1) Classified Representative

(1) Confidential Management Representative

(1) ASO Representative (Ad hoc)

Terms:

Staggered 3 year terms for all committee members.

Quorum:

A simple majority of the committee's voting membership.

Meetings:

Meetings are held on the 2nd and 4th Monday of each month during the fall/spring semesters from 3:00 p.m .to 4:30 p.m.

Minutes/Records:

Minutes are posted to the public Senate website and are housed in the Academic Senate Office.

Prepared by: Melissa Jauregui

Date: August 21, 2014

Outcomes Committee Mission Statement

Outcomes Committee

The Outcomes Committee provides specific observable characteristics developed by faculty and staff that allow them to determine or demonstrate evidence that learning has occurred as a result of a specific course, program, activity, or process. The Antelope Valley College Board of Trustees relies primarily on the Academic Senate for advice on educational program development, standards/policies regarding student preparation and success, degree and certificate requirements, and curriculum including prerequisites; thus the Committee for Student Learning Outcomes is an Academic Senate responsibility.

The Outcomes Committee will determine a campus-wide process for the uniform implementation and assessment of Student Learning Outcomes at the course, program, and department level. A faculty chair is responsible for chairing the committee and overseeing that the functions of the Outcomes Committee are met.

Potential new mission statement:

The Outcomes Committee provides guidance on matters related to the development, assessment, and approval of student learning outcomes (SLOs), program learning outcomes (PLOs), operational outcomes (OOs), general education outcomes (GEOs), and institutional learning outcomes (ILOs). The committee sets deadlines for entering assessment data and action plans in WEAVEonline. The Outcomes Committee also sets process and procedures for ensuring the quality, accuracy, usefulness, and consistency of outcomes assessments and outcomes assessment data.

The Antelope Valley College Board of Trustees relies primarily on the Academic Senate for advice on educational program development, standards/policies regarding student preparation and success, degree and certificate requirements, and curriculum including prerequisites; thus the Committee for Student Learning Outcomes is an Academic Senate responsibility. The Outcomes Committee is co-chaired by a full-time faculty member and the Dean of the Department of Institutional Effectiveness, Research, and Planning that are jointly responsible for overseeing that the functions of the Outcomes Committee are met.

Function:

- 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), *program learning outcomes*, and *general education outcomes (GEOs)*, are connected to institutional learning outcomes (ILOs)
- act as a resource group and maintain liaison to AP&P

Outcomes Committee Goals for 2014-2015

Goals:

- 1) Successfully implement CurricUNET for quality of SLOs, PLOs & ILOs.
- 2) Improve the integration of SLO, OO, PLO & ILO for more effective program reviews, strategic planning and outcomes assessment, in general.
- 3) Promote increased college wide communication regarding outcomes assessment amongst academic and nonacademic areas to create a more collaborative campus culture.

Sub Goals:

- a) Facilitate use of Weave Online.
- b) Assist with quality assurance in creating outcomes and action plans.
- c) Increase the availability of assessment related tools and documents on the Outcomes Committee AVC website.
- d) Provide quality data for program reviews.

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Note: Need 2-3 non-ongoing goals.