



# Outcomes Committee Minutes

Monday, September 28, 2015

BE 324

3:00 – 4:30pm

**Type of Meeting:** *Regular*

**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*

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

**Committee Members:**

- Stacey Adams, Faculty Division Rep, present
- Kim Covell, Classified Union, absent
- Svetlana Deplazes, Research Analyst, present
- Jessica Eaton, Faculty Division Rep, present
- Irit Gat, Faculty Division Rep, present
- Meeta Goel, Cochair, present
- Glenn Haller, Cochair, present
- Anne Hemsley, Faculty Division Rep, present
- Melissa Jauregui, Confidential Management, present
- Rachel Jennings, Faculty Division Rep, present
- Scott Lee, Faculty Division Rep/Librarian, present
- Karen Lubick, Faculty Division Rep, absent
- Tom O’Neil, Academic Dean, absent
- Melanie Parker, Faculty Division Rep, absent
- Brenda Solis, Student Rep, absent
- Wendy Stout, Faculty Division Rep, present
- LaDonna Trimble , Student Services Dean, present
- Cindy Hendrix, Faculty Division Rep, present

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Glenn / Meeta</i>	Welcomed the committee to the third meeting of the semester and requested that ENGL 115 be reviewed outside of the process as it needs to be submitted for GE consideration to support the new bachelor degree. All members present agreed to the review of ENGL 115.
II. Approval of Previous Minutes -5/11/2015 -9/14/2015	<i>All</i>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the meeting minutes noted. All members present approved the motion.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
III. Consent Item – Revised SLOs -AGRI 102, AGRI 112, AGRI 130, AGRI 132, AGRI 153, AGRI 155, AGRI 210, AGRI		<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve those course SLOs</p>



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<p>212, AGRI 220, AGRI 250, ART 132, BIOL 103, DM 110, DM 112, HE 120, KIN 106, KIN 107, KIN 139, KIN 156, KIN 161, KIN 162, KIN 237, REC 101, REC 102</p>		<p>noted. All members present approved the motion.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>IV. Action Item – New SLOs -BIOL 304 -ENGL 115</p>		<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the SLOs for BIOL 304. A request was made to remove the language in the Assessment Methods and Achievement Targets box. Motion failed.</p> <p>A motion was made and seconded to approve the SLOs for ENGL 115. All members present approved the motion.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>V. Action Item – Revised SLOs -ENGR 125 -MATH 115 -MATH 120 -MUS 181</p>		<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the SLOs for ENGR 125. A request was made to multiple SLOs where currently only one is noted. Motion failed.</p> <p>A motion was made and seconded to approve the SLOs for MATH 115. A request was made to remove the language in the Assessment Methods and Achievement Targets box and be sure it is incorporated into the earlier questions. Motion failed.</p> <p>A motion was made and seconded to approve the SLOs for MATH 120. A request was made to make a minor revision which was completed during the meeting. All members present approved the motion.</p> <p>A motion was made and seconded to approve the SLOs for MUS 181. All members present approved the motion.</p> <p><b><u>Follow Up Items:</u></b> ENGR 125 and MATH 115 will return to a future meeting for approval.</p>
<p>VI. Approval Item – Goals for 2015-16</p>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> Dr. Glenn Haller presented a draft of the goals and after much</p>



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		<p>discussion the committee agreed to the following:</p> <ol style="list-style-type: none"> <li>1. SLO data collection and entry into WEAVEonline at or above 90% compliance.</li> <li>2. PLO data collection and entry into WEAVEonline at or above 90% compliance.</li> <li>3. OO data collection and entry into WEAVEonline at or above 90% compliance.</li> <li>4. Refine and implement procedures for data gathering and assessment.</li> <li>5. Ensure SLOs, PLOs, and OOs are mapped to new ILOs as they are due for revision.</li> <li>6. Determine whether to retain WEAVEonline or identify a replacement.</li> <li>7. Review the current process for assessing outcomes to identify areas and methodologies needing improvement.</li> </ol> <p><b><u>Action Taken:</u></b> All members present approved the goals.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>VII. Approval Item – Committee Structure -Remove AA Faculty (Senate Appointed)</p>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> Tabled due to lack of time.</p> <p><b><u>Follow Up Items:</u></b> Will return to the next agenda for discussion.</p>
<p>VIII. Informational Item – -CCSSE/SENSE 2016 -College Wide Retreat</p>	<p><i>Meeta</i></p>	<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
<p>IX. Discussion Item – WEAVE Facilitator Training Materials</p>	<p><i>Glenn</i></p>	<p><b><u>Issues Discussed:</u></b> Dr. Glenn Haller presented a draft facilitator training document intended to be used in the mandatory training. After a brief review of the document, the committee requested the first page to be bullets, if possible. Also there was some overlap with the pictures.</p> <p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b></p>



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		Will return to the next agenda for further discussion.
X. Discussion Item – Meeting Schedule	<i>Glenn</i>	<b><u>Issues Discussed:</u></b> Dr. Glenn Haller asked the committee whether an alternative meeting date and time should be discussed. Mrs. Melissa Jauregui requested that Outcomes consistently meet in the week prior to AP&P. Currently the schedule is the 2 <sup>nd</sup> and 4 <sup>th</sup> Monday but occasionally those Monday’s land on the weeks after the AP&P meetings.  <b><u>Action Taken:</u></b> None.  <b><u>Follow Up Items:</u></b> Dr. Glenn Haller will speak with the other committees to be sure moving our meeting date will not interfere with their schedule.
XI. Discussion Item – Facilitator Rights for Department	<i>Glenn</i>	<b><u>Issues Discussed:</u></b> Dr. Glenn Haller asked whether department chairs have been granted facilitator rights within Weave to all the areas they represent. While they do not current have the access it can be given to them as it is part of their responsibilities. Dr. Meeta Goel indicated that faculty should contact the research office to request such access.  <b><u>Action Taken:</u></b> None.  <b><u>Follow Up Items:</u></b> None.
XII. Discussion Item – PLOs Procedures	<i>All</i>	<b><u>Issues Discussed:</u></b> None.  <b><u>Action Taken:</u></b> Tabled due to lack of time.  <b><u>Follow Up Items:</u></b> Will return to the next agenda for discussion.
XIII. Discussion Item – Sub-Committees	<i>All</i>	<b><u>Issues Discussed:</u></b> Stacey Adams and Anne Hemsley requested to be part of the Weave alternative discussion.  Rachel Jennings requested to participate on the Outcomes Handbook subcommittee.



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		<p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> The subcommittees will begin to discuss the items assigned to them in the near future.</p>
XIV. Discussion Item – Deadline Dates	<i>All</i>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> Tabled due to lack of time.</p> <p><b><u>Follow Up Items:</u></b> Will return to the next agenda for discussion.</p>
<b>NEXT MEETING DATE: 10/12/2015</b>		