

Outcomes Committee Minutes

Monday, March 9, 2020

L – 201

3:00 – 4:30pm

Type of Meeting: *Regular*

Note Taker: *Wendy Stout*

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
 Kaitlin Bessinger, Adjunct Rep
 Benedict Ng, Student Rep

| Items | Person | Action |
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| I. Approval of Agenda | | <p><u>Action Taken:</u> Moved and Approved with having James moved up to the front.</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 unhappy that this committee does not need to seem to exist and department chairs do everything. Just feels that this committee was left out of the process. For example the mapping is part of this committees jobs. Or the revision process. These things are the mission of this committee and others are doing what they want without using the process this committee has put into place. Meeta feels like there is a purpose for this committee.</p> |

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| | | <u>Follow Up Items:</u> |
| III. Approval of Minutes | <i>Glenn</i> | <u>Action Taken:</u> Moved and approved <u>Follow Up Items:</u> |
| IV. Informational Item – Outcomes Committee Schedule Mar. 23, 2020; Apr. 13, 2020; Apr. 27, 2020; May 11, 2020 | <i>Glenn</i> | <u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u> |
| V. Action Items – New Approvals | | <u>Issues Discussed:</u> <u>Follow Up Items:</u> |
| VI. Discussion Item – Training of AP&P Task Force Members | | <u>Issues Discussed:</u> The three people on the task force have asked what process they should go through to approve SLOs and such. One way is to approve split by division. The second method should be like the technical review committee in which they all review and approve each revision. Glenn asked what we think. Cindy believes that she feels they should look at them all together. There was concessions on them reviewing them all and that all three have to agree that they are approved. Glenn said he would have something written up so that we can approve it at the next meeting. <u>Follow Up Items:</u> |
| VII. Discussion Item – Training Division Reps and updating training materials | | <u>Issues Discussed:</u> Glenn we can't do any training or make updates to material until we have training form the eLumen team. This will take more discussion. <u>Follow Up Items:</u> |

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| <p>VIII. Discussion Items – eLumen Updates</p> | <p><i>James Dorn</i></p> | <p><u>Issues Discussed:</u></p> <p>Two phases of the SLO side. Curriculum mapping in which there will be training for chairs and deans on the 13th of this month. The members do not have the access to do this. This is done so everything is link between currunet and eLumen. This will also us to assess PLS, and ILOs.</p> <p>The last part is “action plans” or the informational gather document. Also the reporting aspect. Chairs can run reports but don’t know what set of reports.</p> <p>Glenn asked about revision of SLOs and PLOs. James said her really was not the person to deal with the curriculum peace of eLumen. That would be Cheyanne or Katheryn (AP&P head).</p> <p>Jedi asked if eLumen and Canvas are talking. The answer from James is that there is a way using spreadsheets. Easier use of this is being worked on.</p> <p>Data downloads should go in in the next few weeks to build assessments (which is the file for SLOs to go in).</p> <p>Curriculum revisions (SLO changes on the curriculum side) will show up on the SLO side of eLumen.</p> <p>Stacy asked when we can get access to reports. Anyone can see the reports for the classes they thought. The training is in the process is in the works but the reports are there. It was also asked what the outcomes rep can see. James did not know.</p> <p><u>Follow Up Items:</u></p> |
| <p>IX. Discussion Items – Structure of Outcomes</p> | | <p><u>Issues Discussed:</u></p> <p>We approved this in the last meeting. But again the drafts where attached to the agenda and Glenn has asked for another approval to send to the senate. Stacy stated there are a few expiration dates on the information sheet that are wrong. Glenn asked that Stacy let him know what those dates are. Adjunct faculty is wrong as the person needs (Kaitlin Bessinger) to be added, Cindy’s is wrong and should be 2021.</p> <p>Department in under purpose to Institutional Learning Outcomes (ILOs)</p> <p>The LO Committee will determine a campus-wide process for the uniform implementation and assessment of Student</p> |

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| | | <p>Learning Outcomes at the course, program, and department level. (Remove the word Student in this sentence).</p> <p>Remove this sentence: A Chair chairing the committee and overseeing that the functions of the LO Committee are met.</p> <p>The word Faculty is spelled wrong.</p> <p>Change Ensure that Student Learning Outcomes (SLOs) are connected to Institutional Learning Outcomes (ILOs) To Ensure that Student Learning Outcomes (SLOs) are connected to Program Learning Outcomes (PLOs) and Institutional Learning Outcomes (ILOs)</p> <p><u>Follow Up Items:</u> Moved and Approved.</p> |
| <p>X. Discussion Items – Mid-term accreditation report</p> | | <p><u>Issues Discussed:</u> There is a meeting next Monday. Glenn hopes to have it written by the next meeting. To show we are looking at the handbook and that we are updating material. To answer how we are working to improve. The problem that he is having is with mapping. We have been waiting for the Mapping in eLumen to take place to move forward in this process on how to inform everyone. Some suggests where give on how to deal with this. Glenn will have something for this committee at the next meeting.</p> <p><u>Follow Up Items:</u></p> |
| <p>XI. Discussion Items – Training reporting in eLumen</p> | | <p><u>Issues Discussed:</u> Tabled as we don't know how to do this.</p> <p><u>Follow Up Items:</u></p> |
| <p>XII. Discussion Items – Action Plans – new name needed also new due date coming?</p> | | <p><u>Issues Discussed:</u> Action plans will be moving to Program Review. The action plans that we can use now in eLumen allows for individuals to enter in their comments and action plans. This can then be seen in a report by the chair and used to help facilitate the action plan discussion.</p> <p>Because of this we need to have a new name for what we now call action plan.</p> <p>Several suggestions were given.</p> |

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| | | <p>Stacy Improvement plan or outcomes plan. However, if action plans are going to Program Review why are we having this discussion?</p> <p>We can revisit if the reorg does not go through.</p> <p>Date were discussed. Stacy feels that due dates for action plans should not be changed.</p> <p><u>Follow Up Items:</u></p> |
| <p>NEXT MEETING DATE: 3/23/2020</p> | | |
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