



Outcomes Committee Minutes

Monday, September 14, 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
- Melanie Parker, Faculty Division Rep, present
- Wendy Stout, Faculty Division Rep, present
- LaDonna Trimble, Student Services Dean, present
- Tom O’Neil, Academic Dean, present
- Brenda Solis, Student Rep, present

Public:

Kyle Jacobsen, Academic Affairs Specialist, present

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Glenn/Meeta</i>	Dr. Glenn Haller welcomed the members to the first Outcomes Committee meeting of the semester. He thanked those who were able to be part of the outcomes video presented to the faculty at welcome back in August. Many representatives took time out of their summer to participate in the production of the short film, which is now in the process of having subtitles added so it can be posted to our website.
II. Approval of Previous Minutes -5/11/2015 -5/27/2015	<i>All</i>	<u>Issues Discussed:</u> The minutes were not included in the packet. <u>Action Taken:</u> Tabled. <u>Follow Up Items:</u> Return to next meeting for formal approval.
III. Informational Item – ILO Proposal	<i>Glenn</i>	<u>Issues Discussed:</u> Dr. Glenn Haller and Dr. Meeta Goel indicated the ILOs are slated for Board of Trustees approval but they wanted to share with the committee the drafted document included in the packet. <u>Action Taken:</u>



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		<p>None.</p> <p><u>Follow Up Items:</u> Once approved, Outcomes will be presented with the approved ILOs and they will be incorporated into CurricUNET so courses and programs can be linked accordingly.</p>
IV. Discussion Item – Representation	<i>All</i>	<p><u>Issues Discussed:</u> Dr. Glenn Haller indicated that many position still sit empty on our committee. He requested representatives to talk with faculty in their areas to encourage participation. He also indicated that we need to approve the removal of the AA Faculty member as all division representatives are AA Faculty. Dr. Jennings indicated that Karen Lubick has stepped up to fill the second Division 3 position.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> Item will return to the next meeting agenda for approval to remove the AA Faculty position.</p>
V. Discussion Item – PLOs	<i>All</i>	<p><u>Issues Discussed:</u> Dr. Glenn Haller indicated that accreditation requires our committee to focus heavily on our PLOs. We must have PLOs established for every program and be collecting data. It was mentioned that some programs are difficult to find in Weave, for example the Liberal Arts and Sciences (LAS) degrees. Clarification was provided on that matter and it was noted that Lucia Pozo and Rosa Onofre have volunteered to lead the discussions and development of PLOs for the Arts and Humanities option while Dr. Fredy Aviles is leading the efforts for the Social/Behavioral Sciences option.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> A faculty member needs to take the lead on the Math and Sciences option.</p>
VI. Discussion Item – Procedures for approving SLOs	<i>All</i>	<p><u>Issues Discussed:</u> Dr. Glenn Haller indicated that it seems within CurricUNET courses are being approved but items were missing. After a quick review of a few courses, it was noted that CurricUNET was working correctly and review from the representatives was complete but the recent change in the way information is gathered was implemented shortly after those courses went through the earlier steps. Additional courses will fall with that time period and will be sent back to collect the appropriate data.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>



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<p>VII. Discussion Item – Goals for 2015-16</p>	<p>All</p>	<p><u>Issues Discussed:</u> After a review of the goals, it was decided that we should hold off approving them until the next meeting as the campus wide planning retreat is September 25, 2015 and the committee goals should align with the campus goals. <u>Action Taken:</u> None. <u>Follow Up Items:</u> Will return to the next meeting for a full review and approval.</p>
<p>VIII. Discussion Item – Need for and creation of sub committees for: -Handbook -PLO Assessment -Procedures -WEAVE Training -Assessment and Data Collection Training -Possible WEAVE Replacement -ILO Mapping</p>	<p>All</p>	<p><u>Issues Discussed:</u> The committee reviewed the list of sub committees that should be created in order to complete all necessary tasks. Of those committees, the following was agreed upon and volunteers were identified: -Handbook, Procedures, Assessment and Data Collection – Stacey, Melanie, Wendy, Glenn -PLO Assessment and ILO Mapping – Scott, Svetlana -WEAVE Training – Anne, Glenn -Possible WEAVE Replacement – Scott, Svetlana, Rick Shaw, Glenn <u>Action Taken:</u> None. <u>Follow Up Items:</u> An email will be sent to all members of the committee soliciting additional volunteers for each sub committee.</p>
<p>IX. Consent Agenda Item – Course SLO Approval -AJ 205, BIOL 205, CA 132 -CA 153, CA 175, CFE 116 -DRFT 125, DRFT 230 -ELTE 101, ELTE 110 -ELTE 252, ELTE 254 -KIN 129, MATH 020 -MOA 102, PHYS 110 -PHYS 120, RADT 101 -RADT 102, RADT 104 -RADT 108, RADT 203 -RADT 204, RADT 208 -RADT 210, WELD 230 -WELD 260</p>	<p>All</p>	<p><u>Issues Discussed:</u> No discussion. <u>Action Taken:</u> All noted courses were approved unanimously by those members present. <u>Follow Up Items:</u> None.</p>
<p>X. Action Item – SLO Approval -CFE 211, DRFT 150 -MATH 021, MOA 110 -MUS 106</p>	<p>All</p>	<p><u>Issues Discussed:</u> Each course was reviewed individually for completeness. No edits were requested or discussed. <u>Action Taken:</u> All noted courses were approved unanimously by those members present.</p>



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		<u>Follow Up Items:</u> None.
XI. Action Item – PLO Approval -Mathematics AS -Mathematics AS-T	<i>All</i>	<u>Issues Discussed:</u> Each program was reviewed individually for completeness. A request was made to evaluate the use of the word independency and whether it should be replaced with the word interdependency. <u>Action Taken:</u> Both noted programs were approved unanimously by those members present with revision as noted above if faculty felt it appropriate. <u>Follow Up Items:</u> None.
NEXT MEETING DATE: 9/28/2015		Meeting ended at 4:27pm