



ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOMES MEETING
September 9, 2013
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	Dr. Meeta Goel	Dr. Scott Lee	Wendy Stout
Stacey Adams	Dr. Glenn Haller	Dr. Tom O’Neil	William Vaughn
Leslie Baker	Diana Keelan	Melanie Parker	
MEMBERS ABSENT	GUESTS PRESENT/EX-OFFICIO MEMBERS		
David Babb	Yvette Cruzalegui		
Kimberly Covell	Dr. Bassam Salameh		

1. **CALL TO ORDER AND ROLL CALL**
The September 9, 2013 Student Learning Outcomes (SLO) Committee meeting was called to order at 3:23 p.m. by Dr. Fredy Aviles, Cochair.

2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**
Dr. Fredy Aviles welcomed the committee members to the second meeting.

3. **OPEN COMMENTS FROM THE PUBLIC**
No comments from the public were made.

4. **APPROVAL OF MINUTES**
 - a. **August 26, 2013**
A motion was made and seconded to approve the minutes of the August 26, 2013 Student Learning Outcomes Committee meeting. After a brief moment, it was determined that discussion was not needed. Motion carried with two abstentions.

5. **REPORTS**
 - a. **Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel**
Dr. Goel did not have any new updates but continues to grant access to Weave to requesting faculty.

6. **ACTION ITEMS**
 - a. **Revised SLOs: BUS 101, BUS 212, OT 101, OT 102, OT 105, OT 113, PSY 212, PSY 233, PSY 244, DM 103, DM 103L, DM 113, DM 113L, DM 115, DM 115L, DM 133, DM 133L, DM 203, DM 203L, DM 205, DM 205L, DM 213, DM 213L, DM 215, DM 215L, DM 233, DM 233L, ACCT 111, ACCT 113, ACCT 205. Agenda Amended and Approved to add: ESL 018, ESL 019, ESL 020, ESL 023, ESL 028, ESL 029, ESL 030, ESL 033, ESL 038, ESL 039, ESL 040, ESL 043, ESL 048, ESL 049, ESL 058, ESL 059, and PSCI 101**
A motion was made and seconded to approve action item 6a Revised SLOs. Dr. Aviles requested a motion to amend the agenda to include additional SLOs that were recently reviewed and meet all the requirements of a properly written SLO.

A motion was made and seconded to amend the agenda to add ESL 018, ESL 019, ESL 020, ESL 023, ESL 028, ESL 029, ESL 030, ESL 033, ESL 038, ESL 039, ESL 040, ESL 043, ESL 048, ESL 049, ESL 058, ESL 059, and PSCI 101. Motion carried.

Dr. Aviles also communicated to the committee that the paper SLO revision form continue to be submitted to the committee, however, ACCT 111, ACCT 113, ACCT 205 and PSCI 101 are the first SLOs approved through the CurricUNET revision process. After a brief moment it was decided that addition discussion was not necessary. Motion carried to approve item 6a as amended.

b. Anthropology AA-T PLOs

A motion was made and seconded to approve action item 6b New PLO for Anthropology AA-T. Dr. Aviles reminded the committee members that the PLO is in the agenda packet. Ms. Melanie Parker requested clarification on whether it was acceptable to list so many different assessment methods. Ms. Wendy Stout added that this topic was discussed in great detail last academic year and the committee agreed that since it is a new program, faculty do not know exactly how they will assess until they have students in the program. Dr. Aviles added that since this is the case, by listing many assessment methods, the discipline faculty are able to leave their options open but will likely submit a more specific PLO in the future. He also indicated that achievement targets are clearly noted and should always be listed on SLO/PLO forms. Motion carried.

c. PSY 200, Introduction to Research Methods in Psychology SLOs

A motion was made and seconded to approve action item 6c New SLO for PSY 200, Introduction to Research Methods in Psychology. Dr. Aviles indicated that assessment types and achievement targets are clearly noted.

Mr. Vaughn requested clarification on whether a numeric value is required for assessment. Dr. Aviles stated that faculty developed rubrics typically reflect a numeric value that would identify whether a student was successful or not. Mr. Vaughn has been working with the faculty on revisions to the English SLOs and the rubric does not have a second numeric value. Dr. Aviles stated an assessment rubric would also be needed to determine whether a student successfully met the requirements of the SLO. Additional comments were made but it was decided that more discussion is needed in this matter and since it is not an item on the agenda, it cannot be discussed further. Committee members agreed that this should return to a future agenda for a healthy discussion.

Dr. Aviles requested the committee members to further consider the SLO for PSY 200. After a brief moment it was decided that additional discussion was not needed. Motion carried.

7. **DISCUSSION ITEMS**

a. SLO/PLO revision process

Dr. Aviles notified the committee that the SLO/PLO links are fully functional in CurricUNET and they will begin receiving requests to approve SLO/PLOs. He reviewed the link in CurricUNET and asked committee members to relay this information to their divisions. Additional comments were made about the numeric assessment value but the topic will return to a later agenda. Diana Keelan request access to CurricUNET, Glenn Haller indicated his access may not include the SLO Rep approval as it does not appear in his list, and Stacey Adams requested clarity on how often she should check CurricUNET for approvals or will emails be sent. Melissa Jauregui stated that she would create access for all the representatives with proper approval access for the SLO committee members. She also indicated that CurricUNET does send out email notifications when approvals are needed but Academic Affairs also sends email to individual people when courses have set for too long in one particular step. Stacey Adams suggested that a notification be sent to all faculty establishing a deadline for COR / SLO revisions. Dr. Aviles said that he would prefer to send that email when the user document is updated and approved by the committee. Mrs. Adams felt that notification is necessary especially since the AP&P deadline is sometime in November and in order for course revisions to meet that deadline, the SLO needs to be approved sooner. After a brief discussion the committee agreed that the SLO/PLO revision deadline would need to be October 21, 2013 so that plenty of time is allowed for revisions, if necessary. Dr. Aviles agreed that an email needed to be sent as soon as possible.

b. Ground rules (copies)

Dr. Aviles circulated a document entitled "Fundamentals of Applying Consensus in Community College Committees" by Matthew C. Lee. He informed the committee that they are being asked to review this document and determine if it is necessary to establish specific ground rules for the Student Learning Outcomes committee. Dr. Aviles read sections of the document to the committee requesting input on whether consensus needed to be incorporated into the committee's rules. He reminded the committee members that consensus does not necessarily mean that all members fully agree on the chosen path but for the greater good of the college the particular path must be taken. Diana Keelen reminded the committee members of the fact that not so long ago the college was required to cut spending due to the budget crisis and some meetings were not as respectful as they could have been. She indicated that the ground rules are established for those unexpected moments. Dean O'Neil notified the committee that the Distance Education committee reviewed the document and basically

“threw it out.” After brief discussions, the committee as a whole felt that the recommendation to incorporate these ground rules is unnecessary as they are already a functioning respectful committee. Dr. Aviles thanked the committee for reviewing the document and stated that he would let the Senate know that at this time the SLO committee does not feel it is necessary to incorporate consensus into our ground rules.

c. SLO committee member responsibilities (attachment)

Dr. Aviles brought to the attention of the committee the SLO committee member responsibility document attached. He asked the committee to review the document and send any revisions to him. Stacey Adams felt that representatives are precluded from meeting the requirements of presenting at Welcome Back as the committee was not allowed to have its normal breakout sessions on that day. Dr. Aviles hopes that the Flex committee will be able to reinstate the usual SLO breakout sessions in the future.

d. SLO committee goals for fall 2013- spring 2014 (attachment)

Dr. Aviles also reviewed the attachment that outlined the SLO committee goals for Fall 2013 and Spring 2014. He stated that these are just a few that came to him but more can be added or the items listed can be revised. Ms. Leslie Baker stated that item 7 seemed like an urgent matter, which spoke to action plans being needed. Members of the committee were concerned that these goals would not be met unless the current vacancies are filled. Melissa Jauregui agreed to send a list of current vacancies to all members for review. The committee also felt that their name should be revised to be more inclusive of what the committee does. Dr. Aviles and Dr. Goel agreed to include that as an agenda item for a future discussion. Ms. Melanie Parker asked if the committee could discuss this item further before these are identified as the committee’s goals. The committee agreed that this would return to a future agenda. Ms. Melanie Parker also asked if Dr. Aviles took a group to the Flex meeting to discuss the importance of being included in the Welcome Back process. She indicated that in the past Aaron Voelker and Ted Younglove attended the meeting with her to make the case. Dr. Aviles stated that he filled out and submitted the required forms but did not attend the meeting.

e. SLO committee assessment method

A motion was made and seconded to table this item until the committee goals are agreed upon. Motion carried.

8. ADMINISTRATIVE BUSINESS

- a. **SLO-Related Events** – FPD: PLO assessment (9/16, 7-10 pm SSV 151), General pedagogical strategies (10/17, 7-10 pm, SSV 151), Why grades are not enough (11/18, 7-10 pm, SSV 151)

9. OTHER

- a. SLO Meeting dates for Fall 2013: 9/23, 10/14, 10/28, 11/25

10. ADJOURNMENT

A motion was made and seconded to adjourn the September 9, 2013 Student Learning Outcomes Committee meeting at 4:35 p.m. Motion carried.

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.