



Mt. SAC Outcomes Committee

Minutes for October 20, 2009

Building 6-144, 2:30 to 4:00 p.m.

ATTENDANCE

✓	Jemma Blake-Judd, Technology/Health Div.	✓	Barbara McNeice-Stallard, Research	✓	Joe Terreri, Math/Computer Science
		✓	James Ocampo, Assessment/Matriculation	✓	Emily Woolery, Library Sciences
✓	Mary Johnson, CIS	✓	Heidi Parra, Math/Computer Science		
✓	Eddie Lee, Counseling	✓	Mike Sanetrick, ESL	✓	Jennifer Tucker, Research -- Guest
✓	Lisa Ledebor, Consumer Sci./Design	✓	Joan Sholars, Math/Computer Science (Chair)		

TOPIC	UPDATE / DISCUSSION	OUTCOME
Minutes (For Approval) <ul style="list-style-type: none"> • September 15 		<i>Minutes approved. Joan will send them to C&I and to M. Fernandez for posting on website.</i>
SLO Status Report <ul style="list-style-type: none"> • Department/Division meetings • SLO Addendum Plan • Norming Retreat 	Minutes of department meetings have been sent to the committee. The SLO Addendum Plan was adopted by the Academic Senate on October 1. The SLO Addendum Plan is posted on the SLO website http://www.mtsac.edu/instruction/outcomes/doc/SLO_plan_addendum.pdf . The committee will discuss a norming retreat at our next meeting. Bring calendars with you to the November 3 meeting.	<i>No discussion. The committee received the information.</i>
GEO Status Report <ul style="list-style-type: none"> • Department/Division meetings • Volunteers for Taskforce • GEO Summary of Findings 	The GEO Summary of Findings is available on the GEO website at http://www.mtsac.edu/instruction/generaled/communications/progressreports/2008-09_geo_assessment_summary.pdf . Please look over this report to see all the work done on GEOs. Joe sent the committee documents covering his visits to department chairs and divisions. Joe asked for volunteers to work on GEO Taskforce to organize collaborative discussion on Use of Results from GEO assessments. Volunteers for the Taskforce are: Joan Sholars, Barbara McNeice Stallard, Mary Johnson, Emily Woolery, and Eddie Lee.	<i>Send any edits to the GEO Summary to Joe T. Joe thanked Lisa L for her help on the article for the Spotlight and he also thanked the volunteers. He will set up a meeting in November.</i>
Accreditation Report <ul style="list-style-type: none"> • Self Study 	Kristina Allende and Barbara McNeice Stallard sent a written report to the committee. The report is: After a year of hard work by the Accreditation Self-	<i>No discussion on the report.</i>

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	<p>Study Standard Teams, the draft of Mt. SAC's <i>Self-Study for Reaffirmation of Accreditation</i> is about to be released for the campus community's feedback. The draft will be made available by October 25 in both hard-copy and electronic formats. Hearing what the Mt. SAC community thinks about the manner in which the college is meeting the Accrediting Commission for Community and Junior College's standards is one of the most important parts of the Accreditation process. We would very much appreciate the members of the Outcomes Committee reviewing Standard II: Student Learning Programs and Services. While all of the standards make a connection with SLOs, it is Standard II that focuses on them the most. Standard II is quite lengthy, so perhaps dividing the standard into parts and assigning one part to each Outcomes Committee member who is willing to review the document might work best. The focus of the review should be on the content of the document, not on the grammar at this time. Your feedback needs to be received by the Self-Study co-chairs, Kristina Allende and/or Barbara McNeice-Stallard, no later than Monday, November 30, 2009 (kallende@mtsac.edu or research@mtsac.edu).</p> <p>Thanks so much for your willingness to participate in this very important project.</p>	
<p>SLOs for Degrees/Certificates (Discussion)</p> <ul style="list-style-type: none"> • AS Workgroups • How to assess • Timeline 	<p>The committee first looked at the proposed glossary term "Program Level SLO" and its definition and the FAQ "What is the relationship between course-level SLOs, program-level SLOs, and GEOs? It was decided to let the definition be as simple as it could be -- let it represent what we are defining as program-level SLOs. Much discussion on the FAQ -- it was decided that a chart or diagram might be helpful to help understand the relationship. Joan will make some edits and use the diagram matrix that Odette Richardson developed as part of the answer to the FAQ.</p> <p>The committee next worked on the white paper that Joan is writing on Program Level SLOs. Much discussion on how to organize the information in the paper. Joe reminded the committee of what Eddie had stated at one point about some certificates differing from degrees by only GE requirement. That means that the SLO for the certificate along with at least one GEO could work for the SLOs for the degree. Joe stated that we might want to classify our degrees and certificates in different groups: those that have SLOs based on passing a standardized exam given for licensing purposes; those that have capstone courses; etc.</p>	<p><i>Joan will make edits to the definition and FAQ and send to the committee for comments. Joan will work on the white paper and try to incorporate as many of the suggestions as possible and also include the chart that</i></p>

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		<i>Odette developed. She will send this to the committee for edits and comments.</i>
Spotlight Newsletter/Communication <ul style="list-style-type: none"> • Current Issue • White papers • Upcoming Issues <ul style="list-style-type: none"> ○ J Gardner – Oct. ○ J. Terreri- Nov. 	<p>The article for the October newsletter written by John Gardner was received by Odette Richardson and myself. We are currently working on the October newsletter.</p> <p>Emily Woolery -- would you be willing to write an article for the December newsletter?</p> <p>Heidi Parra -- would you be willing to write an article for the February newsletter?</p> <p>Joe reported to the committee that Stacy Bacigulpi and Lisa Ledebor are writing the article for the November Spotlight on assessing GEOs.</p> <p>Joan asked Mary Johnson and Mike Sanetrick if they might be willing to write an article for future Spotlights.</p>	<i>Joan thanked Emily and Heidi for “volunteering” to write an article for the Spotlight.</i>
AS Resolutions <ul style="list-style-type: none"> • Faculty Primacy Resolution • Progress of SLO/GEO transparency 	<p>Resolution 2009 - 12 was passed by the AS on September 17.</p> <p>http://www.mtsac.edu/administration/senates/academic/uploads/09-12%20Faculty%20Primacy%20and%20Academic%20Freedom%20in%20Course%20Syllabi.pdf</p> <p>The SLO report is available on Luminus.</p>	
Committee Goals for 2009/2010	<p>The committee approved the goals. The goals were sent to Diana Casteel for PAC and to C&I to forward to the AS.</p>	<i>Joan will send the OC goals for 2009 -2010 to Diana Casteel and C&I.</i>
SLO evaluation <ul style="list-style-type: none"> • Checklist • Review of sample of department SLOs 	<p>The committee will review the amended checklist (see attached) for evaluators. If there is time at this meeting, we will evaluate at least one course-level SLO.</p>	<i>No discussion on this.</i>
Future meeting dates: <ul style="list-style-type: none"> • Nov. 3 • Nov. 17 • Dec. 1 		
Issue Bin:		

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<ul style="list-style-type: none">• AUOs• SLO Training		

Attachments Provided:

- Minutes for September 15, 2009
- SLO Checklist for Evaluators