



Create a campus culture where SLOs are understood and valued and where assessment functions as a resource leading to improved instruction, curricula, programs, and/or services. (2011)

4-2460 • 1st and 3rd Tuesdays • 2:45-4:15pm

Outcomes Committee

Minutes (September 2, 2014)

Attendance

Present: Stacy Bacigalupi, Patricia Cridland, Jonathan Hymer, Eddie Lee, Annel Medina, Bao-Chi Nguyen, James Ocampo, Don Sciore, Emily Woolery

Absent: Ema Burman, Karelyn Hoover, Chris Jackson, Doug Mullane

Committee Vacancies: Arts and Business – both Academic Senate

Welcome and Introductions

Old Business

1. Annual Report
 - a. The Outcomes Committee Annual Report was submitted to the Academic Senate in Spring 2014
2. Psychology Request
 - a. The Psychology Department requested funding for adjunct involvement in outcomes work
 - b. The request was approved and forwarded to the Vice President of Instruction
3. Qualitative review of courses
 - a. Emily, Stacy, and Annel worked on this project over the summer

New Business

1. Update on adjunct faculty requests
 - a. Several departments (including English, Communications, Aircraft Maintenance, Adult Basic Education, and Psychology) requested funding for adjuncts to attend outcomes meetings on Flex Day
 - b. Emily and Stacy approved the requests over the summer; when the committee meets during the fall and spring semesters, requests will be presented to the full committee for approval
 - c. Each department is required to submit a report of their meetings to the Outcomes Committee
2. Update on Outcomes review projects – Summer 2014
 - a. 4-year course review
 - i. Emily, Stacy, and Annel reviewed courses up for 4-year review to verify that outcomes had been assessed in these courses
 - ii. A list of courses that have not yet assessed outcomes will be sent to EDC
 - iii. A question was posed as to how many SLOs need to be assessed when a course is up for assessment per the department's rotation plan
 1. We discussed that this depends on the department, how many SLOs any one particular class has
 2. We also discussed the idea that perhaps if a course has many SLOs, the department may want to create a rotation, or amend their rotation of courses, to include which SLOs within the course they plan to assess
 - b. Qualitative review of courses
 - i. Emily, Stacy, and Annel met several times (Don met once as well) to review randomly selected courses for the quality of the outcomes work done

- ii. A report and feedback were created and feedback will be sent to the department chairs regarding this review
 - c. New courses and creation of SLOs
 - i. All new courses must be sent to EDC with the proposed SLOs attached in WebCMS
- 3. Outcomes Committee Goals
 - a. Institutional outcomes
 - i. The committee has been tasked with establishing these on campus to involve all departments and areas on campus
 - ii. We discussed several ways of creating these outcomes (e.g., workgroups or a large meeting with various groups to come together), rubrics to assess these outcomes (possibly based on the value rubrics), and the idea of assessing differing levels of mastery (i.e., layers of a rubric, such as beginning, proficient, and advanced)
 - iii. We discussed the idea of using OC members as facilitators, also that we could contact people in advance and ask them to pick areas of interest, explaining the outcomes prior to the meeting or workshop, and that we should reiterate that this process should involve all areas on campus – not just academic areas
 - b. Program level outcomes
 - i. We are in the process of reviewing the outcomes reported now
 - ii. We discussed a few issues that might be hindering the process, such as:
 - 1. Who takes ownership of degrees
 - 2. Where or how to report data
 - 3. How, when, and why to assess
 - c. Academic and student support areas
 - i. We discussed the idea of holding a special meeting, although Jason did this last semester, to be sure to include all areas, such as Bridge, Arise, etc.
 - ii. We discussed the need for support of outcomes assessment and include of these areas in outcomes work
 - d. Student awareness
 - i. We discussed various ideas of increasing student awareness, such as:
 - 1. Including a channel in the portal
 - 2. Talking with students in class about outcomes
 - 3. Including outcomes on the syllabus
 - 4. Creating outcomes posters to post around campus
 - 5. Including outcomes on Moodlerooms
 - 6. Assigning extra credit assignments regarding SLOs for a class or the College
 - e. 2016 Accreditation visit
 - i. Emily, Stacy, Don, and Annel will work together, along with the OC to complete the gap analysis
 - ii. Emily and Stacy now sit on the Accreditation Steering Committee, and have been assigned to one of the writing teams
 - iii. 2 of the 3 recommendations from the 2010 visit involved outcomes
- 4. TracDat – standardize campus use of this tool
 - a. We briefly mentioned some of the concerns and at our next meeting will discuss:
 - i. Defining use of “Active” and “Inactive”, and “Currently Assessing” and “Not Currently Assessing”
 - ii. How to include Institutional Outcomes in TracDat
 - iii. What types of information we are looking for in each area in TracDat according to the 5-column model

Meeting Dates

- 1. The Outcomes Committee meets on the 1st and 3rd Tuesdays from 2:45 – 4:15 PM
- 2. Fall semester meeting dates include: 9/2, 9/16, 10/7, 10/21, 11/4, 11/18, 12/2