Moorpark SLO Committee Minutes

Tuesday, **August 17, 2015**, 1:00-2:30pm in Admin 138

POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	POSITION	NAME	PRESENT
Co-chair	Daniel Vieira	X	Child Development	Kristi Almeida		Mathematics	Christine Cole	X
Co-chair	Lisa Putnam	X	Comm Studies/Theater Arts/FTVM	John Loprieno	X	Music/Dance	James Song	
Academic Senate President	Mary Rees		Counseling	Traci Allen	X	Physics/Astronomy/Engineering	Scarlet Relle / Erik Reese	SR
Dean	VACANT		English/ ESL	Ryan Kenedy	X	Social Sciences	Lee Ballestero / Hugo Hernandez	X
SLO Coordinator	Robert Wonser		Business Services	Darlene Melby		Student Health Center	Sharon Manakas	X
ACCESS	Sherry D'Attile		EATM	Cynthia Stringfield		Visual & Applied Arts/Media Arts	Lydia Etman	X
Athletics	Remy McCarthy	X	Health Education/Kinesiology	Sherry Ruter		World Languages	Helga Winkler	X
Behavioral Sciences	Julie Campbell	X	Health Sciences	Carol Higashida		Curriculum Chair (non-voting)	Jerry Mansfield	
Business	Gary Quire	X	Library	Danielle Kaprelian/Mary LaBarge		*Student Liaison*		
Chemistry/Earth Sciences	Rob Keil		Life Sciences	Andrew Kinkella/Jazmir Hernandez	X			

Agenda Item	Discussion	Action
Approval of Minutes for May 2015	Public Comment: Thank you for the professional development week presentation on SLOs. Good information was shared and it was great to see the enthusiasm of faculty members working on their SLO assessment and analysis of results.	Motion: Chris Cole; 2nd: Traci Allen Approved. (abstentions: John Loprieno)
Welcome back	Membership reviewed and updated. Request for e-invites for meeting dates through Outlook.	Outlook invites will be sent to members.
2015-16 Committee Goals	See next page.	
SLO Mapping Worksheets • Feedback and discussion on sheets	The mapping worksheets really helped faculty to visualize the connections between Learning Outcomes for course, program, general education, and institution, and how they all map to the College Mission. Request was made to keep these documents current and available online.	Worksheets need to be "cleaned-up" since many were submitted handwritten.
Update on Program Web Pages	Tabled	
General Level Outcomes • Discussion of assessment process beginning this Fall	Tabled	
Institutional Level Outcomes – Review Recommended Changes	Tabled	
Discussion on SLO focused workshop this Fall. Ideas?	How often should we hold workshops? When would be a good time? What topics would you like to see? (Topic on "best practices" is an obvious need.)	For next meeting: bring ideas from others in your department
Adjournment: 2:15 pm		Extended to 2:20pm.

Future Meetings	Future Agenda Items	
Fall 2015: 8/17, 9/15, 10/20, 11/17 Spring 2016: 1/19, 2/16, 3/15, 4/19		

Proposed Committee Goals 2015-16

Goal	Details / Questions to Answer	Projected Mtg
Standardize Acronyms used for each level of outcome assessment processes.	• How accreditation uses the language vs. how we use the language.	September

Develop Clear Workflow for updating SLO
(CurricUNET vs. TracDat vs. Mapping Sheets vs. Catalog)
	• Where will faculty go to create/update SLOs for courses?
	• Where will faculty and staff go to create/update SLOs for programs?
	• How will TracDat be kept current for SLOs and Assessment Methods?
	   o Will IR be asked to maintain SLOs in TracDat?
	   o How quickly will it be updated when a change goes through CurricuNET?
	• How will mapping sheets be kept current?
	• How and where will mapping sheets be made accessible to faculty and staff?
		September

Define WHY we assess SLOs	• Identify accreditation requirements. • What does ACCJC specifically ask for?	September
Consistency in Reporting Results and Documentation	• In what form do we want the results delivered? • What would help for reporting purposes? • What are the ACCJC requirements? • How do we "package" results for ACCJC visiting team? • How will we report PLO results online for the public? • How to enter results for course outcomes that are the exact same outcome for program outcomes? • How much evidence should be collected and posted in TracDat?	
Program Level Outcomes (PLOs)	• Discuss Best Practices • Discuss the differences and similarities between PLOs and GLOs • Discuss if (and how) we should assess "majors" vs. all students when the program does not have a capstone course.	
General Education Learning Outcomes (GLOs) Assessment Processes	• Recommend a process to keep our GLO Assessment Calendar on track • Create form (or find draft) for programs to use to report their assessment activity to the General Education Subcommittee of Curriculum for documentation of completion.	
Course Level Outcomes (CLOs)	• Continue Best Practices conversations	