Mission Statement

With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.

SLO Committee Charter

The Student Learning Outcomes Committee promotes campus-wide understanding and integration of Student Learning Outcomes, facilitating campus dialogue to enhance institutional effectiveness and the continuous improvement of student learning. The specific tasks of this commit are:

- *Refine the plan and timeline for the ongoing development and assessment of Student Learning Outcomes, General Education Student Learning Outcomes, and Institutional Student Learning Outcomes as needed*
- *Guide the college through the continual process of developing, implementing, assessing, and evaluating outcomes*
- *Monitor and evaluate the process of assessing Student Learning Outcomes for courses, programs, and services; and*
- *Monitor and document Student Learning Outcome efforts and results for accreditation*

POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	POSITION	NAME	PRESENT
Co-chair	Danielle Vieira	x	Child Development/Education	Cynthia Sheaks-McGowen	x	Mathematics	OPEN	
Co-chair	Carol Higashida	x	Fine and Performing Arts	John Loprieno	x			
Academic Senate President	Nenagh Brown	x	Counseling	Traci Allen/Pablo Diaz	x	Physics/Astronomy/Engineering	Scarlet Relle	x
Dean	Helga Winkler	x	EATM	Brenda Woodhouse		Social Sciences	Lee Ballestero	x
SLO Coordinator	Mahta Rosenfeld	x	English/ ESL	Ryan Kenedy/ Sydney Sims	x	Student Health Center	Sharon Manakas	x
ACCESS	Matthew Cassaro	x	Health Education/Kinesiology	Sherry Ruter		Visual and Media Arts	Susan Gardner	
Athletics	Remy McCarthy	x	Health Sciences	Christina Lee	x	World Languages	OPEN	
Behavioral Sciences	Julie Campbell	x				Curriculum Chair (non-voting)	Jerry Mansfield	x
Business/Accounting	Ruth Bennington	x	Life Sciences	Andrew Kinkella/Beth Miller	x/x	*Student Liaison*	Joe Rizzi	
Chemistry/Earth Sciences	Rob Keil	x						

Agenda Item	Notes
1. Call to Order and Public Comments	Nenagh, Academic Senate President shared that she has thanked all members serving on Standing Committees and she would like to extend that thank you to the members serving on the SLO Committee. Nenagh stated the importance of faculty participating in the decision making process; as well as, being the key to student success as measured by student learning outcomes. Nenagh welcomed Mahta Rosenfeld as the new SLO Coordinator and Carol Higashida as the new committee Co-Chair. Dani shared that Lisa Putnam misses the committee members and relayed her announcement of the 5th Annual SLO Symposium on Friday, April 19, 2018. There is

	a call for presentations on SLOs at the symposium. The location is still to be announced, as there is more interest and the past location in Irvine cannot accommodate the increased number of attendees. Ruth from Accounting asked if there is a cost associated with the symposium. There is a symposium fee; but Dani said her conference/travel request is being taken care of by the college. Actions: • Committee members interested in presenting at the symposium are to contact _____. • Carol will follow-up on whether there is a budget to cover the cost of the symposium.
2. SLO Coordinator Report	Mahta presented highlights of the SLO Coordinator Report: • Mahta and Katie Booth will do the initial GLO discipline meetings together. • Mahta will hold table talks/workshops with divisions on their identified needs; i.e. Biology needs to work on assessments. • Mahta met with Julius and Carol regarding the role of the SLO Coordinator, which are: o Create a space for dialogue with faculty, since the conversation about SLOs is important. o Review SLOs, assessments, and results with each discipline representative. o Priority is to review SLO report with programs due for curriculum review. • Process for changing SLO assessments is to email the SLO revision to Mahta, then she will forward to Jerry Mansfield to enter into CurricUNET and Kim Watters to make the change in TraDat. • Faculty are able to update results in TraDat. • Workshop on the Difference between Objectives and SLO Outcomes was done during Flex Week. • Completed discipline meetings – Biology Beth Miller, Computer Science Loay Alnaji. • Upcoming discipline meetings – HED/Kinesiology Remy McCarthy, CIS Mary Mills. • Mahta's question is whether a repository can be created on the SLO Committee website to upload documents for faculty use. • Questions: o Scarlet's questions – How often are CLOs assessed? Mahta's response - Ideally assessments should be done annually, but need to be a minimum of every 5 years. Should every course relate to a PLO? Second, are PLOs assessed with the capstone course? Mahta's response - Every course does not have to map to a PLO. Dani added – In Social Sciences they use key course criteria to assess their PLO.

	Actions: • Carol will look into the creation of a document repository on the SLO Committee website. • Mahta will get Drupal Training so she is able to upload documents to the SLO Committee website. • John Loprieno representing Area C Arts & Humanities will attend the GLO meeting on Nov. 30th in AC 221.
3. Determine 2017-18 Membership of SLO Committee	Management and Departments requiring representation: • Dean – Helga Winkler • ACCESS – Matthew Cassaro • Athletics – Remy McCarthy • Chemistry/Earth Sciences – Rob Keil • Comm Studies/Fine & Performing Arts – John Loprieno • HED/Kinesiology – Sherry Ruter • Counseling – Traci Allen/Pablo Diaz • HED/Kinesiology – Sherry Ruter • Health Sciences – Christina Lee • Life Sciences – Andrew Kinkella/ Beth Miller • Mathematics - Open • Social Sciences – Lee Balestero Visual/Applied, Media Arts/ FTVM – Susan Gardner? • Std. Health Center – Sharon Manakas • World Languages/Library - Open Actions: • Carol will ask the Mathematics and World Languages/Library departments for their SLO committee representatives.
4. Changes to SLO Component on Faculty Evaluation	Dani provided the history of ACCJC that part of their standard was to tie the actual student learning outcome of the class to the faculty performance evaluation, i.e. If the SLO measurement is, "70% of the class will achieve ____;" and the class outcome was 63%, then the faculty member may receive a "needs improvement" evaluation, because the SLO benchmark was not met. This is an AFT contractual issue. The ACCJC standard has been changed so that the actual SLO outcome would not be a part of the faculty evaluation. Dr. Gillespie's letter to ACCJC was shared to the committee. The last bullet item in the letter indicated that the faculty will be evaluated on their participation in the SLO process rather than the SLO outcome. Actions: • Carol will follow-up with Nenagh's question, "Is the SLO committee involved in the response to the ACCJC recommendation?"
5. Review of SLO Committee Goals for 2017-18	Goal #1: Continue to disseminate standardized acronyms used for each level of

6. Other items of interest	outcome assessment processes.
	• Helga asked if the SLO icon in CurricUNET can be changed to CLO for clarity. Also once in the SLO page to change the first row of the table titled as Student Learning Outcome to Course Learning Outcome and remove the title Program Outcome over the third column and replace with Course Learning Outcome. Carol suggested totally removing the first row of the table since it is redundant. Julie recommended keeping the SLO icon, because it is the broader umbrella term, which will allow the addition of PLOs and ILOs in the future.
	Goal #2: Develop Clear Workflow for updating SLO (CurricUNET vs. TracDat vs. Mapping Sheets vs. Catalog).
	• Table until the next meeting. Did not have enough time to review all committee goals.
	Actions:
	• Jerry will check whether the title can be changed from Program Outcome(s) to Course Learning Outcomes.
	• Dani will look into disaggregating data for Goal #2.
	• Committee members are to email additional goals to Dani and Carol by Oct. 9th
	• Review of committee goals will be the first agenda item for the next meeting.
	• Committee members will vote on the goals at the next meeting.
Announcements	
Adjournment	**Future Meetings**
Adjournment – 2:15 PM	Fall 2017: September 12, October 10, November 14
	Spring 2018: January 9, February 13, March 13, April 10, May 8

Tentative Committee Goals 2017-2018

Goal	Details / Questions to Answer
Continue to disseminate standardized acronyms used for each level of outcome assessment processes.	• Update CurricUNET to reflect appropriate titles and acronyms (CurricUNET still shows "Program Outcome" on the Course Outcome print-out. • Create handout and/or video to help disseminate information across campus (defining each level outcome; define outcomes vs. objectives. Provide examples of well written, effective outcomes. Define Direct and Indirect measures) • Communicate these acronyms to our constituents
Develop Clear Workflow for updating SLO (CurricUNET vs. TracDat vs. Mapping Sheets vs. Catalog)	• Continue to simplify and communicate • Best practices on storing evidence; what to keep, how long to keep, where to keep
Promote the culture of outcomes assessment	• Professional development activities -- Direct and Indirect measurements professional development activity -- How to best tabulate results; best practices on making process easy for those who don't really want to participate -- Explore other ScanTron options that allow for ease of dumping information into Excel (Anthropology and Biology

	- have ideas) - SLO Coordinator to meet with programs – meet them at the level they are - Discuss Best Practices on how to address specific hurdles (such as instructors refusing to participate) - Connect with NFO - Explore ways to bring in new adjunct faculty so they understand our processes and expectations. (SLO Coordinator)
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
Re-evaluate the Institutional Learning Outcomes and discuss how to assess these outcomes. Discuss our expectations, processes, necessary adjustments	Do we need to adjust our ILOs in response to the various State initiatives and do we still match our College Mission Statement (which was just approved Dec 2015)?