



Moorpark SLO Committee Minutes

Tuesday, October 10, 2017, 1:00-2:30pm in Admin 138

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 committee 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				
Academic Senate President	Nenagh Brown	x	Counseling	Traci Allen/ <u>Pablo Diaz</u>	x	Physics/Astronomy/Engineering	Scarlet Relle	
Dean	Helga Winkler		EATM	Brenda Woodhouse		Social Sciences	Lee Ballestero	x
SLO Coordinator	Mahta Rosenfeld	x	English/ ESL	<u>Ryan Kenedy</u> / Sydney Sims	x	Student Health Center	Sharon Manakas	x
ACCESS	Matthew Cassaro		Health Education/Kinesiology	Sherry Ruter		Visual And Media Arts	Susan Gardner	
Athletics	Remy McCarthy	x	Health Sciences	Christina Lee	x	World Languages/ <u>Library</u>	Danielle Kaprelian	x
Behavioral Sciences	Julie Campbell	x				Curriculum Chair (non-voting)	Jerry Mansfield	
Business/Accounting	Ruth Bennington	x	Life Sciences	Andrew Kinkella/Beth Miller	x	<i>Student Liaison</i>	Joe Rizzi	
Chemistry/Earth Sciences	Rob Keil							

Agenda Item	Notes
1. Call to Order, Public Comments, Approval of 9/12/17 Minutes	Public comments: Remy shared that the Moorpark College Women's Basketball team went to the "Place Called Home" in South Los Angeles to conduct a basketball clinic for disadvantaged children. It was a great experience for all and they invited the children to MC for a tour of the campus. Nenagh is working with Mahta on _____. September minutes without additions or corrections were approved by Ruth and seconded by Remy. Abstentions were Danielle and Pablo.
2. SLO Coordinator Report	Highlights: ICA/HED/KIN meeting with Remy and Vance was last week and CLO assessment questions were reviewed and streamlined to make them more relatable to the

	<p>courses. The assessments will be placed on CANVAS.</p> <ul style="list-style-type: none"> • Biological Sciences meeting was with Beth and decision made that the next step for this department is to have a Table-Talk on identifying follow-up actions based on the assessments of the courses. The Table-Talk is moved to Oct. 17th • Presentation slide created for the Biological Sciences Table-Talk is titled “Possible Actions: Closing the Loop.” Mahta shared that the Biological Sciences’ portfolios do not always have to be a quiz. • CIS meeting with Mary Mills is on Oct. 24th for the initial meeting to go over TracDat. • November meetings are with Biotechnology and Humanities. • GLO meeting is Nov. 30th and email invitation has gone out to Arts & Humanities. Katie Booth, past SLO Coordinator will help with this meeting. <p>Questions:</p> <ul style="list-style-type: none"> • Ruth asked if on-ground classes are permitted to do online assessments. Dani said Lori Bennett, past VP was fine with online assessments. On-ground class activities cannot be replaced with online assignments, but SLO assessments can be online. Cynthia shared that Portfolium (digital portfolio) is used for submission of assignments that can be used for SLO assessment. • Nenagh mentioned she was on the GLO Committee last two years and Social Sciences and Gender Studies was supposed to write-up a report. She shared she did not know what was the end result and asked where it went from there. Mahta’s response was Katie had developed four questions (lessons learned) that needed to be addressed in the report. <p>ACTIONS:</p> <ul style="list-style-type: none"> • Ruth, member of DE Committee will bring up online assessments to DE Committee. • Cynthia volunteered to write-up the responses to the four questions for the Social Sciences and Gender Studies report.
<p>3. Final Determination 2017-18 Membership of SLO Committee</p>	<ul style="list-style-type: none"> • Danielle will represent World Languages/Library, but she is going on leave soon • Need a SLO representative for Math • Decision made to combine Athletics with HED/KIN and Remy will be the representative. <p>ACTIONS:</p> <ul style="list-style-type: none"> • Danielle will find an alternate for World Languages/Library • Dani will follow-up with Phil, Math Dept. Chair to find out who will be the SLO representative for Math • Nenagh will inform Academic Senate of the change in combining Athletics/HED/KIN since it will affect committee membership
<p>4. Review of SLO Committee Goals for 2017-18 (Continued from prior meeting)</p>	<ul style="list-style-type: none"> • Change Goal statements so that each one starts with a verb <ul style="list-style-type: none"> ○ Discuss Program Level Outcomes (PLOs) ○ Improve General Education Learning Outcomes (GLOs) Assessment Processes ○ Support ongoing development of Course Level Outcomes (CLOs) and Service Learning Outcomes

	<ul style="list-style-type: none"> • Changes to the Details/Questions to Answer for each Goal <ul style="list-style-type: none"> ○ Goal #1 2nd bullet – Create SLO learning resources for SLO creation and assessment for instruction and service ○ Goal #2 - No changes ○ Goal #3 - No changes ○ Goal #4 2nd bullet - Add CLOs. Nenagh said it is important to keep the last bullet because of the Guided Pathways’ potential impact on SLOs next year. Guided Pathways will not be instituted until ¾ of next semester. ○ Goal #5 1st bullet - Remove ○ Goal #6 - No changes ○ Goal #7 – Need to continue ongoing discussions on ILOs • Committee Goals with revisions moved for approval Remy approved, seconded by Ruth. Next steps are for Academic Senate, VP of Academic Affairs, and President approval. <p>ACTIONS:</p> <p>Goal #1</p> <ul style="list-style-type: none"> • Table Jerry’s follow-up on whether the title can be changed from Program Outcome(s) to Course Learning Outcomes until the new curriculum system is in place. • Redistribute the hand-out on How to do Research, which created by Dani and disseminated last year. • Offer during Flex Week, a workshop on Creation of SLOs and the basic research model. • Table the document repository Web versus CANVAS shell discussion to next meeting. <p>Goal #3</p> <ul style="list-style-type: none"> • Follow-up with Anthropology and Biology about their ideas ScanTron options that allow for easy transferring of information into EXCEL. • Plan to have Dani do a presentation at NFO on the importance of Outcomes Assessment. • Plan to have the SLO Coordinator, Mahta and Dani explore ways to involve new adjunct faculty in the SLO process
5. Ideas for Professional Development – concerns from Departments	Tabled until next meeting.
6. Other items of interest	None

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.	<ul style="list-style-type: none"> Update CurricUNET to reflect appropriate titles and acronyms (CurricUNET still shows “Program Outcome” on the COR 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)	<ul style="list-style-type: none"> Continue to simplify and communicate process Best practices on storing evidence; what to keep, how long to keep, where to keep
Promote the culture of outcomes assessment	<ul style="list-style-type: none"> Professional development activities <ul style="list-style-type: none"> -- 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 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
Program Level Outcomes (PLOs)	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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)	<ul style="list-style-type: none"> Continue Best Practices conversations
Re-evaluate the Institutional Learning Outcomes and discuss how to assess these outcomes. Discuss our expectations, processes, necessary adjustments	<ul style="list-style-type: none"> 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)?