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

Agenda Item	Notes
1. Call to Order, Public Comments, Approval of 10/10/17 Minutes	Public comments: Jerry Mansfield stated that the CurricUNET contract will be ending in February. The plan is to adopt another curriculum management system, possibly Course Leaf. The content in the current system will be migrated to the new system. The labels in CurricUNET will not be changed, because the contract ends in February and the new system will be in place by fall 2018. CurricUNET is not being considered, because the college has not been happy with past support. Training on the system would need to occur regardless of the system chosen, since the CurricUNET upgrade has different features.

	No other public comments.
	A correction to the Oct. 10th minutes is to change "approved by Ruth" to "motion to approve by Ruth and seconded by." Nenagh is working with Mahta in closing the loop for the GLO meeting. Oct. 10th minutes with revisions moved for approval by Ruth and seconded by Lee. No other discussions. Abstentions By Faten and David.
2. SLO Coordinator Report	Highlights: • Met with all disciplines that had calendared meetings for this semester. • Focus on Arts and Humanities' current GLOs and assessments. • Suggest creating a common rubric between the two divisions of Arts and Humanities. • Met with John and he agrees a common rubric is possible for Arts and Humanities and requests templates for this rubric. Ryan wants to make sure to streamline this rubric. • Invited Mary Rees to the Nov. 30th GLO meeting to give a history of GLOs and Katie Booth will also present • Six Biological Sciences faculty attended the tabletop session and they want to change how they assess and create a study guide. • Met with Roger Putnam from Geology who shared that their CLOs are outdated and would like to change the CLO to focus on, "The Nine Big Ideas of Earth Science." • Met with Mary Mills from CIS who has new courses to submit for state approval. These course do not have CLOs and it was recommended that CLOs be created as soon as possible and not wait after state approval. ACTION: Mahta will have a meeting with Biotechnology on Nov. 16th. She will be with Katie also on Nov. 16th to plan for the Nov. 30th GLO meeting.
3. Equity in the Classroom Project presentation – Farisa Morales	Farisa from Physics and Astronomy presented the concepts learned at the Student Success Conference and provided a handout on "Step Up and Lead for Equity." She shared that after the conference, a core group of faculty were given access to their own faculty level data and started the "Equity in the Classroom Project." Farisa mentioned that she is more aware of how her ethnic cultural background influences her interactions with students and have made adjustments in her approach toward students to help them better engage in class. She briefly showed a graphic representation of Vincent's chemistry class results (had received Vincent's permission). ACTION: Invite Farisa back in spring along with Vincent to share their equity in the classroom findings.
4. Ideas for Professional Development for SLO best practices – Potential Spring and Fall SLO Presentations?	ACTION: Tabled until the next meeting.
5. Discussion of Document Repository and its use	Members agreed to have the Document Repository available on the SLO Committee website.

	ACTION: Carol will ask District IT to create a Document Repository on the SLO Committee website that is available to the public. Dani and Mahta will receive Drupal training. Faten will assist with any questions Dani and Mahta may have regarding uploading documents to the site.
6. Other items of interest and/or concern	Susan from the Arts asked, what the difference is between outcomes and objectives. It was shared that CurricUNET automatically populates the outcome section with objectives, until it is changed manually, which adds to the confusion. Dani added that the objectives on the COR are the nuts & bolts of the course. An outcome can be a test to assess whether the students know _____ concepts. CLOs are two or three things the students need to know or do; an overarching theme of the course.
Announcements	
	None
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

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 COR print-out.) • Create SLO learning resources for SLO creation and assessment for instruction and service (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 process • 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 transferring information into Excel • 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

Discuss Program Level Outcomes (PLOs)	• Discuss Best Practices • Discuss the differences and similarities between CLOs, PLOs, and GLOs • Discuss if (and how) we should assess "majors" vs. all students when the program does not have a capstone course
Improve General Education Learning Outcomes (GLOs) Assessment Processes	• 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.
Support ongoing development of Course Level Outcomes (CLOs) and Service Learning Outcomes	• Continue Best Practices conversations
Re-evaluate the Institutional Learning Outcomes and discuss how to assess these outcomes. Discuss our expectations, processes, necessary adjustments	• Continue ongoing discussions on ILOs in response to the various State initiatives and match to our College Mission Statement