



Student Learning Outcome Committee

Minutes

September 6, 2016

EW 207 video w/KRV 5

9:00-11:00 a.m.

Start Time: 9:07

Adjourn:

Topic	Facilitator	Action	Materials
1. Call to order	Vivian		
2. Approval of Minutes & Action Items From: 4/26/16		Approved	
3. Approval of Agenda		Approved	
4. ILO Update and Process	Corey Marvin	Update	A few of the Departments have mapped SLOs to PLOs. Bill Locke created spreadsheet, chairs may have started mapping. President called the ILO Task force. Task force made recommendations to the President and the President has directed the discussion go to Academic Senate. The spreadsheet is currently on the planning page. Vivian will present ILOs at the next Senate meeting. Once ILOs are approved, programs will need to map SLO or PLOs to each ILO.
5. PLO Assessment Data for Webpage	Corey Marvin	Update Corey to Work with Sylvia/Natalie to update and format the flow chart and data for new web format.	<p>PLO Assessment Data for Webpage, Corey had the flow chart. Needs updating and formatting for new accordion style program pages. Sylvia prefers printing to PDF and attaching to webpage as a resource. Preference of the committee is that the information be published within the page, not as an attached document, so the results are better highlighted. Results have been documented now for 2 years. 91% Program completion for PLO Assessment Data. Corey to work with Natalie in moving data from Excel to html or pdf for viewing within the website (formatted to be viewable across device types). This information needs to be public and highlight the ongoing effort to improve student learning. However, the internal information, the Repository for Outcomes Assessment is currently in MOODLE.</p> <p>It would be good if faculty departments/programs had a Canvas shell as the single location for Adjunct and Full-time Faculty, to retrieve the assignments/test questions/measurement (whatever the department has decided is the standardized means to assess the SLOs), the rubric</p>

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			<p>for assessing the student responses, data form for reporting the data. Anything and everything needed for SLO/PLO/ILO assessment. If it were part of the SLOA page, it would all be in the same location as the training videos and resources provided by SLOAC for faculty to better connect with goals, methods, and institutional needs related to assessment. The idea was a one-stop location for all things connected with assessment. Moodle is going away. eLumen may be able to meet that goal. Vivian will be asking those questions at the district wide conference call discussion of eLumen as the replacement for Curricunet that will contain the Curriculum and Assessment components together.</p>
<p>6. eLumen Update</p>	<p>Vivian Baker</p>	<p>Update</p>	<p>Vivian stated that eLumen has the capacity to store Department Minutes, along with connecting the Curriculum module, Course Outlines of Record (COR), with the Assessment module; Student Learning Outcomes (SLOs), Program Learning Outcomes (PLOs), assessment data, and plans to address gaps; creating an integrated system. eLumen also pulls information and data back and forth so, for example, completion of the SLOs in the COR would populate the fields for the SLOs in the Assessment module. However, as the Conference Calls are beginning this week, Vivian will be asking questions and finding out how robust or friendly the file management, storage capacity, and user interfaces are in eLumen. Will eLumen have sufficient storage capacity, and file management ability to reasonably be used as the repository? Will the user interface be intuitive enough for faculty to find exactly what they need? Vivian will be asking those questions and if eLumen cannot function to create a repository that is as manageable, or more so that MOODLE, Vivian will be discussing Canvas with Rebecca. Currently, Canvas is being explored. Each department can be established as course in Canvas, then blocks can be used to organize the SLO/PLO information, resources, past assessment data, new assessment, assignments can be upload. Additionally, the site is visible to each faculty member in the same way the course they teaching (online, and for those who have Canvas shells for on-ground classes) is visible in their list of "My Courses." It is hoped that eLumen will work as it should and the internal information remains visible only to faculty.</p>
<p>7. SLO Annual Report – IEC Rating and Goals for 16-17</p>	<p>Vivian Baker</p>	<p>Discussion</p>	<p>Vivian brought the SLO Annual Report to IEC and the current Rating has come up significantly! YAY! #1 We stand, as of 04/16/16, at 80% for courses (courses fully assessed/courses in catalog), 91% for programs, and the Student Learning Support Programs at 90%. SLO assessment completion went from 64% last year in August, to 80% now. The first goal, "SLOs and assessment are on-going, systematic and used for continuous quality</p>

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			<p>improvement.” Last year the IEC rating for SLOs/assessment was at a 2, however, the 16% increase in completion percentage, moves the rating to a 3.5. (the lowest rating received) and shows a substantial amount of work and improvement. It does illustrate that our focus will remain in this area. We do expect that as we adopt eLumen, and develop the processes based on eLumen’s ability to manage the data, and simplify the development and reporting processes that we will see another significant rise in completion of the SLOs tracking. Certainly with implementing eLumen and getting processes in place that is where the SLOAC focus will remain. “Implementing eLumen, specific assessment schedules, spreadsheet to track SLO to assessment. Move SLO to PLO to the 95% mark.” Corey’s expectation was that all departments will be at 90% this October. Corey provided chairs with the Curriculum Matrix, but also extracted all of the courses that had not been assessed. All unassessed courses were listed, then a listing of Spring and Summer classes, and a speculative number was developed showing where departments would stand if the courses were completed. They know which classes are counting against them, and whether it has been offered Spring, Summer, or Fall. This will allow the chairs to determine when the courses are offered, thus should be assessed to improve the completion. Also, allows for class by class discussion with chairs. “What about CLASS 222? Who is teaching? Do they have the assessment measures? How are they documenting?” This should also make the mapping, tracking, and data assessment for PLOs, and eventually ILOs, more robust. Focus is to get the numbers of courses, programs, units, ILOs assessed. Admin Units will be tracked for planning purposes but, not for SLOs. Specific strategies and support need to be developed for the disaggregation of data. We know that eLumen will do that so that the data can be used to identify the gaps, or how the gaps are being addressed. Discussion of disaggregation of SLOs and particularly how that might be achieved in the first round. Ideally the student by student SLO data can be recorded and tracked in Canvas. Vivian to find out if Canvas will talk to eLumen. Corey indicated that ACCJC may not be as focused on disaggregated data at the course level.</p> <p>#2 “Dialog regarding Student Learning outcomes is continuous, pervasive, and robust.” How is that going to be accomplished. Currently, the question is being asked in CIC, “When was this assessed? What have you done as a result of the data?” The April discussion also identified the problem with looping back when committee comments are made. The committee agreed that Program Review cannot be submitted if the department is not at 85%. Program Review can also be the point at which the SLOAC comments</p>

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			<p>or feedback can be addressed. PRC and SLOAC meets the same day. So Suzie notifies Vivian which programs are coming through for Program Review. The SLOAC will review the first reads. If the Program Review has no problems, it simply gets our blessing and then moves forward to complete the process. If major concerns are identified by the SLOAC, then Vivian attends Program Review Committee first reading and the department hears the required remediation from Suzie and Vivian at the same time, in the same meeting. The department then would be required to bring the Program Review through the SLOAC prior to going to Program Review Committee for second reading. Vivian is willing to meet with department and address the problems/missing components/data, at any point during the department's process in drafting the Program Review. Other ways we are increasing dialog: Disseminate a "Chronicle", maybe one per semester specifically focusing on LO and assessment. SLOAC reporting out in Senate. Vivian/committee would like to see more dialog at the department level. Can be addressed at CIC -departments to address not only the data, but the discussion and analysis of the data, and identification of the gaps, plans for addressing the gaps. "Departments asked to provide evidence of dialog related to course and program SLOs." We will be gathering this for accreditation. In the future, Canvas can be used to create the repository where the department minutes can be kept. Many reasons why Canvas may be the best option to create a central department repository. Documentation can be available to all in the department, would remain accessible as chairs change, instructors leave, and it remains across time, locations, moves. Canvas can store records of the discussion related to assessment as well as data, measures, and tools. #3 "Evaluation of SLO process." #4. "Analyze survey results." Michael Carley should provide the analysis of data. We received raw data, but no comments. Corey requested further analysis and report at the beginning of the semester, but was aware that would not be available immediately. #5 and #6 no specific goals for this time.</p> <p>*Chairs presentation once eLumen is implemented: how to collaborate on assessments, use rubrics, objective analysis, involving adjuncts, etc.</p>
8. Committee Membership	Vivian Baker	Update	We need to replace the Administrator vacancy. Vivian suggested an administrator from the student services side, since the SLOAC is more than just academic focus. Corey agreed and said he will talk with Heather to identify someone.
9. Future Agenda Items – eLumen process, Accreditation., Review CCCC			

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SLO Handbook			
10. Future Meeting Dates October 4 March 7 November 1 April 4 December 6 May 2 February 7			
11. Adjourn			

Meeting Chair:

Recorder: