Topic	Facilitator	Action	Materials
1. **Call to order 9:04 a.m.**	Vivian Baker		Present: Suzie Ama, Vivian Baker, Heather Bopp, Melanie Jeffrey, Corey Marvin, Christine Small, Jan Moline Absent: Yihfen Chen, Julie Cornett
2. **Approval of Minutes & Action Items** **From:** 12-6-16		Approved	*Correct month at the top
3. **Approval of Agenda**		Approved	
4. **eLumen Update**	Vivian Baker	Update	Data has been scraped from Curricunet and will be entered into eLumen, then we'll review course by course. We still need a district wide solution for our SLO assessments currently stored in Curricunet. Sounds like the district is going to pay for access to Curricunet for another year – in negotiations. *If Senate isn't ready to move to a 3 or 4 level Mastery rubric, can we move forward on yes/no (current rubric) and reflect/adapt later? (Vivian will check with eLumen).
5. **Student Learning Outcome Assessment Committee Themes Program/Unit review of AUP (Report)**	Vivian Baker	Review Report	Review the list of themes – they were updates last year, are they still working, and are we capturing the information we need? The numbers have continually changed, some quite a bit (Need to alter/refine instructional technique 18 (in 2012) to 3 (in2016), however, because LO may not be assessed every year, this data could be somewhat misleading. *Some AUO report nothing in this area, and it's not clear how many/if any Learning Outcomes were assessed/reviewed in the year. We need to review the SLO gap information. **Suggested adding: How many Learning Outcomes were assessed in the year, then report on any that had identified gaps.** *See notes related to EOPS/CARE in the SLO Themes report (attached). COUN 101 – Jan will talk to Karee – should COUN 101 be

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			included in the AUO data? **Vivian needs to check if in elumen we can link data for COUN 101 to Access in AUO.	
6. PLO reporting on the website	Corey Marvin	Discussion	PLO information is on the website under Program Degrees and Certifications "further information". Corey will send out a write up on how to view them. This fulfills goal and accreditation obligation to have Learning Outcomes visible (They were previously visible through Curricunet with "guest access"). Link on the Program page to Program Review for further information. Suggest Programs consider providing information on who was counted in denominator (students who completed course, or only those who completed the program). *In elumen all SLO data will populate PLOs and can pull into Program Review.	
7. SLO Symposium take-away	Vivian/Suzie/ Heather	Discussion	NILOA – LO assessment is trending towards less formal, and more meaningful. eLumen has a template area for reflections on the assessment and this is the portion that can be made available to share while (at the course level only the faculty member will see individual information). PR module has an area for text (narrative) and widgets. The day was good, but grueling. Corey stated there is money to support symposium attendance and overnight accommodations for future year.	
8. Future Agenda Items – eLumen process, Accreditation., Review CCCC SLO Handbook, Mastery Levels, Program Reviews to look over				

9. Future Meeting Dates
     March 7
     April 4 May 2				

10. Adjourn: 10:14 a.m.				

Meeting Chair: Vivian Baker   Recorder: Vivian Baker

Student Learning Outcome Assessment Committee Themes

Review of 2017-2018 AUP in Fall 2016 and comparison to previous years

Identification of Themes	Instances					
Gaps attributed to:	2016	2015	2014	2013	2012	
Need to alter/refine instructional techniques	3	20	24	23	18	
Need to alter/refine course content	2	3	7			
Impact of course delivery mode		6	1	1		
Student unpreparedness in reading, writing, or math	1	1	6	2		
Student unprepearedness in computer literacy		1				
Student unpreparedness in research skills			1			
Student unpreparedness in soft skills (time mgmt, notetaking, etc.		1	2	1		
Need to improve customer service	2	3				
Need to improve operational processes	7	1				
Limited capacity/infrastructure	4	3	5	4	6	
Need for revision to outcomes	3	6	9	7	2	
Need for better norming amount subjective evaluators			1			
Need for revision to assessment method	13	7	10	7	22	
Need for revision to performance target	2					
Substantial or fundamental misunderstadning of assessment process	1	1	4	5		
Other: 2015: No previous outcomes; AUP incomplete 2014: need for professional development, need for technology support		2	6		1 COR requisites	

Additional Note

2015 AUP LRC - new outcomes will be defined as libr and lac combine, survey questions will need to be revised. (no gap, just continued quality improvement). 2017: Access One Administrative Unit Outcome for Access Program "Outreach to increase overall number of Access Programs participants" this includes DSPS, EOPS/CARE, CalWORKs and the program requires EOPS/CARE participants to enroll in COUN C101 for which SLOs are assessed. It would seem the AUP should include disaggregated data to show EOPS/CARE student assessment in COUN C101 as it is a required course for program compliance and SLO data is collected.

***The number of instances will fluctuate each year, based on the actual number of SLO, PLO, and AUO that were assessed in the previous year.

2015 Themes were revised. 2014 included "need for tuturing", which is combined with "stuent unrpepared in reading…"; "Need for additional faculty/staffing" and "Need for facilities/equip." was combined into "Limited capacity/infrastructure".