



**Outcomes Assessment Committee**  
**Minutes**  
**November 7, 2017**  
**EW 207 video w/KRV 5 and CCCConfer**  
**9:00-11:00 a.m.**

Start Time: 9:03

Adjourn: 10:44

Topic	Facilitator	Action	Minutes
1. Call to order	Vivian Baker		Present: Christine Small, Vivian Baker, Jan Moline Dawn Ward, Yihfen Chen, Corey Marvin Absent: Heather Bopp, Melanie Jeffrey, Suzie Ama
2. Approval of Minutes & Action Items From: 9/5/17		Approved	
3. Approval of Agenda		Approved	Additions: Basic Skills Program Review, IUOs, Name of Committee
4. AUP Themes Review	Vivian Baker	Review	<p>The SLO Committee will review AUPs using the theme form.  Vivian: All AUPs  Jan and Christine: Access, A&amp;R, Athletics, Counseling, Financial Aid, HR, Info Tech, M&amp;O  Julie and Heather: Basic Skills, Cont. Ed., Honors, LRC, Library, PIO, Student Activities, Student Equity  Melanie and Yiphen: Engl and Lang, Math, PHED and Health Sci., Science and Eng., Social Science, Visual and Perf. Arts  Suzie and Dawn: ADMJ, Allied Health, CDC, CHDV, CIS and BUS., Industrial Arts</p> <p>This year we asked what outcomes were assessed, and then if there are any gaps. When reviewing be sure to capture all this information.</p> <p>AUPs will be reviewed and to Vivian by January 31<sup>st</sup> and she'll compile for our February 6<sup>th</sup> meeting.</p>
5. Accreditation Standards II.A.3, I.B.2, I.B.6	Vivian Baker	Review	Draft documents were provided to the committee and recommendations/comments are requested. Send via email to

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			Corey and Vivian in the next few weeks. Note: I.B.6 is more a compilation of ideas than a draft. The ACCJC Crosswalk questions can be used when reviewing the standards.
<b>6. eLumen Update</b>	Vivian Baker	Update	All courses are integrated. We are trying to work through bugs related to the Workflow so we can open it to faculty for course proposals. Programs have been scraped out of Curricunet and should soon be ready to review and integrate. Vivian is entering CSLO-ILO mapping and will begin working with a few Chairs to enter assessment rubrics, assignment, etc. It should be ready for assessment reporting in spring. Faculty Chairs training in spring on how the assessment module works. Possible training on adjunct faculty day to demonstrate and train on eLumen and Canvas integration and reporting.
<b>7. Assessment Update</b>	Vivian Baker	Update	Vivian has received 5 assessments of courses that have no previous assessment. These will be entered into eLumen once it is ready. Jan shared the Executive Academic Senate is looking at the matrix when considering position requests, to ensure Departments are current in reporting including Assessments, Program Review, and may influence hiring requests with prioritization.
<b>8. Basic Skills Program Review</b>	Vivian Baker	Review	The Basic Skills Program Review does not currently have any identified outcomes. The recommendation of the committee is to develop AUOs. Vivian has already provided Tyson with some examples, and is available for support.
<b>9. IUOs</b>	Vivian Baker	Discussion	The College currently has new ILOs. Some discussion in this committee and also IEC was to eventually connect services AUOs to the ILOs. Our current ILOs directly connect to academics. Vivian suggested considering the development of a few Institution Unit Outcomes (IUOs) if the college wants to align the student experience and AUOs at an institutional level. We'll revisit this in spring 2018.
<b>10. Committee Name</b>	Vivian Baker	Discussion	The committee has been known by several names including SLO, SLOA, and Outcomes Assessment. We need to be consistent – the group decided on <b>Outcomes Assessment Committee</b> as it reflects the charge to provide oversight for the College's outcome assessment processes, and to promote student learning and institutional effectiveness by providing

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			<p>leadership in continuous and sustainable assessment...to foster a culture of inquiry.</p> <p>It was suggested that we consider adding one more classified, so that we have 2 administrators and 2 classified, in addition to the 5 faculty.</p>
<b>11. Other Discussion</b>			<p>Future goals: work with departments to review assessment instruments, encourage norming within department (and potentially across disciplines for CSLOs related to ILOs – i.e. what constitutes critical thinking on an assessment). AUOs should be visible somewhere – this might be possible in eLumen.</p> <p>ACCJC visit is schedule for October 1-4, 2018.</p> <p>Corey has approved up to 5 committee members to attend (overnight) the SLO Symposium in February.</p>
<b>12. Future Agenda Items</b> – eLumen process, Accreditation, Review CCCC SLO Handbook, Audit AUOs and provide suggestions (many AUOs are first generation and have not been seen by anyone on this committee) – CSLOs and PLOs are reviewed and approved. We should have a similar process for AUOs.			<ul style="list-style-type: none"> <li>*Each fall, provide committee a list of Program Reviews in PLO/AUO assessment year.</li> <li>*Create a visual of the 5 year PR cycle (CSLOs years 1-3, PLOs 4, write 5) in the handbook.</li> <li>*Revisit Program review process – should proposer attend the Outcomes meeting to present the PR, or is it enough to have the SLO Coordinator attend the PR meeting to share concerns of the committee?</li> <li>*Revisit the % assessment required to be eligible for PR- currently 85%, with the goal of moving the target to 90% or more. Review in spring 2018 with implementation beginning fall 2018.</li> </ul>
<b>13. Future Meeting Dates</b> December 5      April 3 February 6      May 1 March 6			<p>The Committee will meet in December if there are Program Reviews that need to be looked over. If none, the committee will cancel the December meeting and meet again on February 6<sup>th</sup>. AUPs will be reviewed and to Vivian by January 31<sup>st</sup> and she'll compile for our February 6<sup>th</sup> meeting.</p>
<b>14. Adjourn: 10:44 a.m.</b>			

Meeting Chair: Vivian Baker

Recorder: Vivian Baker