**GLENDALE COMMUNITY COLLEGE**

**SLO Committee**

**MINUTES Adopted**

**Thursday, October 30, 2014 – 12:30-1:30PM**

**AD 252**

**Meeting called to order: 12:35**

**Present:** Victoria Buresch, Dora Krannig, Margaret Mansour, Rosemarie Shamieh, Reid Kerr, Kirk Vaughn, Maria Kretzmann, John Rome, Jeff Smith, Sarah McLemore, Susie Chin, David Yamamoto, Yvette Ybarra (Chair)

**Absent:** Dave Martin, Jennifer Krestow, Charlotte Schulten, and Marisa Zakaria

**Guests:** Paul Sherman

**Quorum: 13**

**Approval of Previous Minutes**

It was MSC (Mansour/Krannig) that the minutes of September 25, 2014 be approved (Unanimous Approval)

Welcome to Reid Kerr (English), new SLO committee member

It was MSC (Yamamoto/Vaughn) that we move New Business to the beginning of the meeting

**New business Outcome**

|  |  |
| --- | --- |
| 1. Change committee name to: Learning Outcomes Committee
2. Nomination of a new secretary
3. Change of date for November meeting
 | * Motion to recommend the name change to Learning Outcomes Committee. MSC (Yamamoto/Mansour)
* Motion to elect Paul Sherman as LO Committee Secretary. MSC

 (Yamamoto/Mansour)* Motion to move next meeting to Nov. 20, 2014 MSC (Yamamoto/Krannig)
 |

**Information Items Outcome**

|  |  |
| --- | --- |
| * Change to SSLO definition
* Instructions on how to view items in database
 | * SSLO to move to LO committee
* SSLO to remain on 3 year maximum assessment cycle
* College wide assessment should be 2 years maximum
* Yvette and David will create a tutorial with screen shots with directions
* More how to pages will ease the work load for Yamamoto
 |

**Old Business Outcome**

|  |  |
| --- | --- |
| 1. Lab levels and learning outcomes (approve changes)
2. Re-format of SLO/PLO Assessment sheet

 1. Re-format of ILOs (develop learning outcomes for GE courses)
2. Removal of ILO 7
 | * Development terminology added to mastery
* Conflate 2 and 3 into only 2
* Change “labs must have a minimum of 3 SLO’s” to “Must have a maximum of 3 SLO’s”
* Assessment in computer lab to be by a few short questions asked at logout
* Determine exactly who will be in charge of assessment in each lab
* How will “in between” labs be assessed?
* Lab assessment will not be a part of course outline as a change in one SLO would effect many other courses
* ILO connected to SLO’s easily
* Report assessment results, evaluation moved
* One sheet per each assessment for easier flow of info
* Matches database exactly

 Intro/Dev/Mastery?* **Item was approved at the September 25th meeting.**
* Now in a more LO style
* Discussion
* Add “concepts” to 2)
* Remove first new sentence from 1)
* Add evaluate different sources of information 3)
* Information competency (literacy) 3)
* Add semicolon 5)
* We will revisit ILOs at our next meeting on November 20th.
* Motion to recommend removal of ILO number 7 from current ILO documentation.
	+ MSC (Kerr/Yamamoto)
	+ Unanimous approval
 |

WE DID NOT GET TO THE FOLLOWING ITEMS ON THE AGENDA:

* Re-format SLO/PLO worksheets (view old worksheets)
* Diagram of Learning Outcome Flow Chart
* Approval of final language in C&I handbook

**Meeting Adjourned: 1:34**

**Next meeting: Nov. 20, 12:30-1:30 AD 252**

**Respectfully submitted by Paul Sherman**

**Reviewed by Yvette Ybarra**