

**GLENDALE COMMUNITY COLLEGE
LO COMMITTEE
MINUTES ADOPTED
Thursday, September 28, 2017 – 12:32-1:30PM
AD 121**

Meeting was called to order at 12:37

Present: Reid Kerr, David Yamamoto, Kirk Vaughn, Tiffany Ingle, Susie Chin, Eric Margaryan, Paul Sherman, Yvette Ybarra (Chair), Terrence Yu, Elizabeth Fremgen, Elodia Collins

Absent: Jennifer Krestow, Victoria Buresch, Charlotte Schulten, Margaret Mansour, Adam Roberts, John Rome, Nick Smith, Sarah McLemore

Guests: None

Quorum: 11/19

**APPROVAL OF MINUTES – May
MSC Kerr/Yamamoto, Passed**

• **INFORMATION ITEMS**

	OUTCOMES
<ul style="list-style-type: none"> • eLumen Rep. Melissa Kibrik 	<ul style="list-style-type: none"> • Yvette: • Different Information in different systems, • Input problems that must be corrected by hand • Test site to go live by Monday (probably) • Therefore, the pilot group has not met yet • Log in will be through the portal • Working with Daphne to get program review working in eLumen • LO: All Divisions, areas, courses, learning outcomes • A few still do not have SLOs that will soon be fixed <ul style="list-style-type: none"> ○ Independent study etc. ○ Some new courses ○ This is a normal process • Curriculum mapping <ul style="list-style-type: none"> ○ Next, course SLOs mapped/linked to program SLOs etc. ○ Maps will be sent from GCC to eLumen • What will happen with Faculty in the Pilot Group <ul style="list-style-type: none"> ○ Default assessment tool to begin ○ Creates assessment with a simple rubric ○ Easy to create and send out ○ Just click on the student score

- Can be one student at a time or all of the students and SLOs at once
- Once we are comfortable with the demo, other options will be created
 - Create rubrics, creation of individual descriptions
 - Currently two choices 70% mean
 - Met and Not Met
 - More scales
 - Fill in definitions/rubrics explanations
 - Single SLO with multiple parts that lead into it
 - Roll all numbers up to the two levels for institutional reporting
 - Curriculum mapping will count from class-program-ILO
 - Aggregation of equivalency,
 - Only need to assess the course SLOs that can then be disaggregated and moved up to higher level Los
- Reflection
 - Faculty can fill in thoughts, notes, narrative with name or anonymously
- Results explorer will track needs and assessments over time
 - Charts, tables, and faculty reflections will be included
 - Aggregated versions for admin.
 - Set up so that evaluations cannot be used for Faculty evaluation in order to gain more accurate and truthful assessment.
- eLumen and Canvas will be integrated
- Options for student selection will be only individual selection
- Collaboration will happen after initial assessment
 - Instructors will have to engage individually in the assessment of students
 - All faculty members will be trained
 - Melissa will create videos and onsite training
 - Later training from David and Yvette
- Can assignments integrate with Canvas outcomes module?
 - Yes, in the near future
- Canvas functionality of SLO assessment only works within one course section so aggregation is a problem

- This is why Canvas is integrating with eLumen to feed the eLumen data into Canvas
 - Names of students are already populated
 - Short day long classes populate into eLumen how often? GCC needs to make this determination.
 - Synchronization currently happens in 24 hours
 - We will need to work out immediate sync. with Simon for Non-Credit Classes.
 - Assessments will need to wait until students are populated to the eLumen site.
 - Faculty will begin by feeling overwhelmed by the process but later will feel that the process is not as onerous as originally thought. Often faculty is surprised by how simple the process is.
 - Charlotte, from Math: How many meetings until faculty begins to feel comfortable?
 - Videos, hosted trainings, paper guides, screen shot guides, David and Yvette will work personally with faculty.
 - It depends on how often assessments are made. If every semester it takes two terms before it is no longer an issue, less help is needed.
 - If every two or three years people forget the process in between assessments
 - How has editing power over the SLOs?
 - Entirely with David and Yvette
 - Even typos go to the CMS system
 - If there is a difference between CMS and eLumen it will revert to the CMS system data unless it is updated there.
- Yvette continues discussion
 - Changes occur as we use the system and discover needs
 - Frequency of assessment will be discussed down the road
 - Old assessments can be back dated
 - The matrix of students will not exist
 - Overall assessment, not individual assessment will be available
 - When will eLumen assessment begin?
 - Spring 2018

Information Items: Continued

- Community Service LOs (Communicate with Alfred)- discussed but as of now we will not move forward in this area.
- No submission of assessments until spring 2018
- Pilot Program eLumen: Biology, Health Sciences, Health (KIN), Language Arts (Foreign Language and Sign Language), Student Services
- PLOs-different identifiers from LOD, PeopleSoft (CMS)
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- The current system will not be used at all, ever again.
- CI – New assessments and courses will be automatically later
- CMS – Curriculum Management System
 - Tailored specially to GCC
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- Canvas and eLumen are currently NOT linked.
 - Do not use canvas assessment tool

- No moving forward currently because it was not discussed in our last
 - Only after someone has been trained in your area
 - Adding Non-credit to the pilot program
- David – 3 data bases, people soft, CMS curriculum, eLumen
 - Some programs are not in eLumen but will not sync to people soft or CMS
 - There is no match field for some of the programs without the degree code
 - Yet, they have to go through program review to get recourses
 - How do you synchronize data? We don't know yet
 - Match codes are not working across data bases
 - Archived courses are not being tracked
 - What is an active course being different depending on perspective
- REMINDER – Do NOT input any assessments this semester. Rosters will still be available in the Spring to make assessments for Fall courses

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- NEW BUSINESS**

None	None
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- OLD BUSINESS**

<ol style="list-style-type: none"> 1. Re-work current assessment form <ol style="list-style-type: none"> a. PLO/ILO linkage b. Attainment data c. Sample all students/all sections d. Cut scores for IDM-CUT SCORE is a point on a score scale in which scores at or above the point are in a different category or classification than scores below the point (e.g. pass versus fail). 	
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<p>e. Methods of assessment*</p> <ol style="list-style-type: none"> 2. Dialog on Campus and proposed workshops-(Yvette and Terrance) how to use data for assessment reporting. 3. Assessing every semester 	
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- **Items to move to senate**

<ol style="list-style-type: none"> 1. SLO Action Plan Follow-Up Dialogue Report-in process 	
<p>Items to move to IPCC and Team</p>	

- **Future Focus - LO Mission Statement (Fall 2017)**

ADJOURNMENT: 1:32
NEXT MEETING: October 26, 2017 1230-130pm AD 121
 Respectfully submitted by Paul Sherman
 Reviewed by Yvette Ybarra (Chair)