# GLENDALE COMMUNITY COLLEGE LO&A COMMITTEE MINUTES Zoom May 27, 2021

Meeting called to order: 12:32pm

Members Present: Susie Chin-Library, Elis Lee- Credit ESL, Nick Smith-Language Arts, Travis Ames- SSD, Rosemarie Shamieh- NCBLSD, Cynthia Flores-English, Deborah Diehl- VPA, Terrence Yu- Research and Planning, Anna Grygoruk- BIO, Tiffany Ingle- NCESL, Jason Plourde- KIN, Thye Peng Ngo- HSD, Charlotte Schulten- Math, Gagik Labadzhyan- PSD, Jorge Palma- Tech and Aviation, Sonali Perera- Business, Anahit Boduryan- Student Services, David Yamamoto- Coordinator and Yvette Ybarra Coordinator.

**Members Absent-** Francine Rohrbacher

Proxys: None

**Quorum: 19/20** 

Approval of Minutes from April 29, 2021

\*\*\*MSC Shamieh/Perera Approved

#### **Informational Items**

#### Outcome

- Shared common PLO (universal PLO) with C&I- need to also think "Guided Pathways" especially CTE, AA/AS Degrees, Certificate Programs
- Tracking students: Freddy
  has provided materials
  about communication with
  students after enrollement
  and we'll need to start
  doing in the future, using
  surveys. Especially CTE,
  AA/AS Degrees,
  Certificate Programscontinued work on these.
- Sonali: Perhaps alumni surveys should consider online and offline/inperson delivery. Each division will need surveys more customized to themselves. Not only Karpp's general one. Non-

•	Please send Yvette the
	department or course
	coordinators before end of the
	semester

- credit faculty would like to be present at meeting with Freddy about this.
- Only received from Deb (VPA) Each Coordinator will need to give
   Yvette the names or it will be
   assumed the Coordinator
   themselves will be responsible for
   those departments. Really need
   confirmation from larger
   divisions.
- Hard Deadline for name delivery will be July 4<sup>th</sup>.
- Department Coordinators will start creating assessments in S22, after everyone is probably training. Until then, Yvette will continue to plan the assessments.
- Adding an hour for SLO/PLO re-writes
- Wednesday Mornings 9-10am (this will change duringthe summer) overlapping with Fran and continue assessment reporting.

• LO&A Website:

- Moving forward on streamlining the website and videos. The videos and website will be helpful when used in breakout workshops on Institute Day.
- Outstanding Assessments:
- Yvette will check after the July 9<sup>th</sup> deadline. She'll check ALL outstanding Assessments. Yvette will wait until after semester is over to provide a list of all outstanding assessments. Reach out to Yvette if we want our classes plan to assess in the fall.

- End of Year Report: Dues August 27<sup>th</sup>
- Patricia and Yvette are almost done
  with the form. Going to Senate and
  they will send to coordinators
  before July 15. LO Coordinators
  will collect division information
  and, using eLumen assessment
  reflections, create the reports.
  Yvette will supply example from
  English and Soc Sciences to
  coordinators craft them.
- They will be due August 27<sup>th</sup> and will be submitted to David and Yvette.
- Banked hours for LO Committee?
- Is it possible? LO committee will be looking into it.
- Using Canvas and eLumen for Assessment Workshop

May 28<sup>th</sup> 10-11am

ACCJC Standard I.A.3, ACCJC Standard I.B.1, ACCJC Standard I.B.2 and ACCJC Standard II.A.3 (these apply to all above)

# **Action Item**

- Quick overview of eLumen and setting up new assessments (15 minutes)
- Briefly went over how to set-up assessments when the courses have already been planned. If SLOs have changed must re-plan assessment report.
- Look at eLumen/Canvas integration
- Brief look into the training that will occur on May 28<sup>th</sup>. Not seamless at all.

## **New Business**

- DE Addendum, SLOs, and assessment (see Doc. 1 Proposed DE Addendum)
- Inside CMS there can be some confusion about ILOS, PLOs and SLOs, especially from the Adjunct Faculty. To avoid inconsistency in answers, and to create more awareness about the differences between the different types of objectives the committee is recommending the DE Addendum use drop downs or check boxes.

Motion: To add checkboxes to the Student Learning Objectives of the DE Addendum.

\*\*\*MSC Boduryan/Chin Motion passes unanimously

## **Old Business**

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ILO Review (See OB 3)	<ul> <li>Need sustainability. We will brainstorm about ILOs important to developing solid ILOS.</li> <li>Yvette will send a google docs.</li> </ul>		
SLO/PLO C&I Process (See OB 4- two documents)	We will use summertime to for faculty to process and adjust documents and explanations so that we don't need to work on them during our LO meetings.		

#### **Items at Senate:**

- 1. Assessment Cycles and formula for what courses to assess.
- 2. Yearly Progress Reports

#### **Future Focus:**

- 1. eLumen and how to use for follow-up on assessments- reports
- 2. Guided Pathways, Meta Majors and Learning Outcomes (moving in this direction with PLOs)

Meeting Adjourned: 1:33pm

Next Meeting: September 30, 2021 Zoom

Respectfully Submitted by Yvette Ybarra and Deborah Diehl

Reviewed by: Yvette Ybarra