

**GLENDALE COMMUNITY COLLEGE  
LO&A COMMITTEE MINUTES  
Zoom  
September 30, 2021**

Meeting called to order: 12:32pm

**Members Present:** Susie Chin-Library, Kimzey McGrath - Credit ESL, Sarah Mecheneau - Language Arts, Travis Ames- SSD, Rosemarie Shamieh- NCBLSD, Cynthia Flores- English, Terrence Yu- Research and Planning, Anna Grygoruk-BIO, Tiffany Ingle- NCESL, Jason Plourde- KIN, Thye Peng Ngo- HSD, Gagik Labadzhyan- PSD, Jorge Palma- Tech and Aviation, Sonali Perera- Business, Anahit Boduryan- Student Services, Francien Rohrbacher, C&I Coordinator, David Yamamoto- Coordinator, and Yvette Ybarra Coordinator.

**Members Absent:** Deborah Diehl- VPA

**Proxys:** Luis Labra Bahena (Charlotte Schulten- Math)

**Guest:** Stacy Jazan, Accreditation

**Quorum:** 19/20

**Approval of Minutes from May 27, 2021**

**\*\*\*MSC Ingle/Shamieh Approved**

**Informational Items**

**Outcome**

<ul style="list-style-type: none"> <li>• Welcome</li> <li>• Meeting with Dr. Viar</li> <li>• Please send me the department or course coordinators by end of November</li> <li>• Units for LO&amp;A work</li> <li>• End of Year Report</li> </ul>	<ul style="list-style-type: none"> <li>• Kimzey McGrath Credit ESL, Proxy for Charlotte, Luis Labra Bahena, Sarah Mecheneau, Language Arts</li> <li>• Had a very productive meeting with Dr. Viar and have his full support.</li> <li>• VPA, KIN, STDV, NCBLSD submitted names, please ask don't just assign faculty to coordinator positions.</li> <li>• Want to make sure LO&amp;A reps are able to secure load hours. More on this next meeting.</li> <li>• Approved by senate and working on formal document.</li> </ul>
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<ul style="list-style-type: none"> <li>• SLO/Course and PLO cycle process</li> <li>• eLumen and Assessment Report Training</li> <li>• List of courses not assessed will go out to DC and LO&amp;A reps next week.</li> <li>• Any courses that need to be assessed this term please send me the list</li> <li>• Review of course data for PLO assessment</li> </ul> <p><i>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)</i></p>	<ul style="list-style-type: none"> <li>• Please see visual aide that was presented to senate. Will vote on this process later in the meeting.</li> <li>• Open office hours will begin in October for both SLO/PLO revisions and reporting assessments. <ul style="list-style-type: none"> <li>• <b>Tuesday mornings 9-10am</b></li> <li>• <b>Thursday afternoons 430-530pm</b></li> </ul> </li> <li>• This is an update of all courses that have been planned but were not assessed- the current assessment list will be adjusted to include courses without any sections assessed.</li> <li>• Please send me a list of courses you would like to have assessed for frequency purposes.</li> <li>• "PLO Assessment Day" in January or February (Thursday or Friday).</li> <li>• This day will allow us time to break off into division, department, or curriculum groups, look over the disaggregated data, review and answer the PLO reflections, and come together for institutional dialogue. Research and planning and the Program Review Committee will be involved.</li> </ul>
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**New Business**

<ul style="list-style-type: none"> <li>• <b>SLO/Course and PLO cycle process</b></li> <li>• <b>PLO Statement for Program Review</b></li> </ul>	<ul style="list-style-type: none"> <li>• Adopt Learning Outcome Process for clear and transparent assessment practices.</li> </ul> <p><b>***MSC Thye Peng Ngo/Susie Chin Approved/1 Abstention</b></p> <ul style="list-style-type: none"> <li>• Adopt the PLO statement for the 2021/2022 Program Review cycle.</li> </ul>
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