

MINUTES

Learning Outcome and Assessment Meeting

October 27, 2022

Zoom 12:30-1:30PM

Meeting called to order at: 12:33 pm

**Members Present:** Anahit Boduryan- Student Services, Susie Chin-Library, Deb Diehl- VPA, Cynthia Flores- English, Anna Grygoruk- BIO, Gagik Labadzhyan-PSD, Sarah Mecheneau - Language Arts, Thye Peng Ngo- HSD, Jorge Palma- Tech and Aviation, Francien Rohrbacher-C&I Coordinator, Terrence Yu- Research and Planning, Yvette Ybarra- LO&A Coordinator, David Yamamoto- LO&A Coordinator

**Members Absent:** Travis Ames- SSD, Rosemarie Shamieh- NCBLSD, Sonali Perera- Business, Charlotte Schulten-Math, Jason Plourde- KIN

**Proxies:** Kirk Vaughn (Zohara Kaye)- ESL, Alexandra Christy (Tiffany Ingle)- NCESL

**Guests:** Stacy Jazan

Quorum: 16 /21

**Approval of Minutes from May 26, 2022**

**\*\*\* MSC Deb Diehl/Anna Grygoruk Approved**

**Informational Items:**

<ul style="list-style-type: none"><li>• <b>Units for LO&amp;A work-</b> go to DC and ask for hours. Keep track of the amount of hours and at end of term email DC, Michael Ritterbrown and Sonik. Dr. Ritterbrown will approve and these hours will be banked. PT adjuncts get paid. FT get banked.</li><li>• <b>“Innovators” test group-</b> faculty who would like to use the outcomes rubric in eLumen- this would allow your students to see the assessment process (spring/summer project 2023).</li><li>• Mapping GELOS- General Education Learning Outcomes (Item 2 New Business below)</li><li>• Office Hours Fall 2022 will begin Tuesday November 8th for assessment submission<ul style="list-style-type: none"><li>○ Tuesday and Thursday mornings 10-11am</li><li>○ LO re-writes Friday mornings 9-10am (vary)</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Reminder to record hours for banked units</li><li>• Deb and Yvette will work on and then others can test in summer programs.</li><li>• David mapped GELOS upward. Hard time getting reports but hoping to get answers soon. We may have to pick courses from each GELO section for accreditation by December. We may have to back date information.</li><li>• Yvette will add more hours after Thanksgiving</li></ul>
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- Catch up with courses that have not been assessed

- Deactivate learning outcomes if they have not been offered

- Website

- Alignment of PLO assessment with Program Review

- PLO assessment was overall successful

- eLumen general information as we move to using curriculum

*ACCJC Standard I.A.3, ACCJC Standard I.B.1, ACCJC Standard I.B.2 and ACCJC Standard II.A.3*

#### **Old Business**

1. SLO/PLO C&I Process (See OB 2- two documents)
2. Google Doc- End of Year Assessment Report (May 22)

- We have over 1500 SLOs that aren't with any assessment rubric. Different reasons: hasn't been offered due to covid, new course or 49/50s or it was a revision. Master list will include courses that don't include assessment.

- This pulls down our overall numbers so we have a lot of assessment to do. If the classes haven't been offered in 6 years and they won't be offered in next 2, so **Reps need to ask our Divisions/Departments need to discuss whether they should deactivate a course.**

- **Tell why and how long it hasn't been offered?**

- **Does it need to be deactivated/archived on C&I right now?**

- **Reps write "deactivate" next to course name and return master list to Yvette. Or "new course, will be offered F23"**

- Yvette will send the master list to Reps and Div Chairs.

- Yvette demonstrated how easy it is for stewards to deactivate and activate the unused SLOs.

- Yvette has to redo step instructions and videos because the program has changed. Step-by-step instructions will be corrected, videos might take longer.

- Stacy, Daphne and Yvette will meet to discuss the structural connection between PLO Assess and Program Review so that it's easier to both- get them aligned.

- We only had one division that did not participate. Everyone is using them in their program review.

- Reps may need to insert SLOs back in. C&I may have to do on the curriculum side.

- Did not address C&I process

- END of year Assessment Report is now a Google Survey that will go on the website. Combination of all the courses assessed for that year- both fall and spring. Can use answers for program review. Will be due in the summer for the 22-23 year,

<p><b>New Business</b></p> <ol style="list-style-type: none"> <li>Next meeting on Thanksgiving move to December 1, 8, or 15</li> <li>Revision of GELOS</li> </ol> <p><i>ACCJC Standard I.A.3, ACCJC Standard I.B.1, ACCJC Standard I.B.2 and ACCJC Standard II.A.3</i></p> <p><b>Items at Senate:</b></p> <p><b>Future Focus:</b></p> <ol style="list-style-type: none"> <li>Guided Pathways, Meta Majors and Learning Outcomes <b>(moving in this direction with PLOs)</b></li> <li>eLumen and how to use for follow-up on assessments- reports</li> </ol>	<p><b>Motion: Move next LO&amp;A meeting to December 1<sup>st</sup> due to Thanksgiving holiday.</b></p> <p><b>***MSC Flores/Yamamoto*** Approved</b></p> <ul style="list-style-type: none"> <li>Dr. Corner very interested in the GELOS and supports LOA committee work. Accreditation is looking major components of GELOS. ILOs and GELOS are equivalent but they need to be linked.</li> <li><b>We will start a Task Force in the spring to look at LOs for each category.</b> Some of the language needs to take place, especially for the equity-based wording. (Stacy Janzen volunteered to be on the committee).</li> <li><b>NA</b></li> <li>Not addressed</li> </ul>
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**Next Meeting:** TBA 1230-1:30pm

**Respectfully submitted and reviewed by:** Deb Diehl and Yvette Ybarra

**Meeting Adjourned** at 12:31