



**ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOMES MEETING**

November 9, 2009

3:00 p.m. – 4:30 p.m. Room BE207

To conform to the open meeting act, the public may attend open sessions

1. **CALL TO ORDER AND ROLL CALL**
2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**
3. **OPEN COMMENTS FROM THE PUBLIC**
4. **APPROVAL OF MINUTES**
 - a. October 26, 2009
5. **PRESENTATION - None**
6. **REPORTS**
 - a. Research Office Update (Ted Younglove/Aaron Voelcker)
 - b. Status of Fall 2009 Division Presentations (Melanie Parker)
 - c. Status of Fall 2009 SLO-Related Professional Development Presentations (Melanie Parker)
7. **ACTION ITEMS**
 - a. Approval of the following SLOs: CIS 174, READ 095L, READ 097L, READ 099L
8. **DISCUSSION –**
 - a. GE Program Learning Outcomes (Christos Valiotis)
 - b. WEAVEonline data management/faculty incentives
 - c. Ad hoc SLO Committee member
 - d. Sample PLO Development packets
 - e. Further suggestions for SLO website
 - f. Professional Development Presentation – Friday November 13th SLO Update (10:00 – noon, SSV151)
 - g. Remaining meeting dates for Fall 2009: November 23 and December 7
9. **ADMINISTRATIVE BUSINESS**
 - a. Assign website-related tasks
10. **OTHER**
11. **ADJOURNMENT**

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ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOME COMMITTEE MEETING
November 9, 2009
Room BE242, 3:00 – 4:30 PM

Members Present	Members Absent	Guests in Attendance
Melanie Parker	Michelle Hernandez	
Maggie Drake	Ted Younglove	
Dr. Irit Gat	Dr. Bassam Salameh	
Yvette Cruzalegui	Dr. Bob Harris	
Kim Covell		
Dr. Rosa Hall		
Dr. Fredy Aviles		
Rick Motawakel		

1. CALL TO ORDER AND ROLL CALL

Ms. Melanie Parker, co-chair of the SLO Committee, called the meeting to order at 3:09 p.m.

2. OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR (MELANIE PARKER) – Ms. Parker wanted to give a huge thank you to Ms. Maggie Drake for all the work she has done in working on SLOs in her division. She also wanted to thank Dr. Karen Cowell for her work in recording every SLO written in her division. And a big thank you to all who have gone to division meetings (Irit, Fredy, Rosa, Maggie, Rick). What a great job you have done to get the word out about SLOs and assessment.

3. OPEN COMMENTS FROM THE PUBLIC – None

4. APPROVAL OF MINUTES – two corrections were found to the minutes of 10/26/09. A motion was made and seconded to approve the corrected minutes as read. With no further discussion, the minutes were approved.

5. PRESENTATION – None

6. REPORTS

a. Research Office Update (Ted Younglove) – not in attendance

b. Status of Fall 2009 Division Presentations (Melanie Parker) – we have been receiving quite a bit of feedback, including a number of questions, so it appears that the time spent at division meetings has hopefully been paying dividends. Also, the Fall 2009 Reporting Guidelines are now posted on the website.

c. Status of Fall 2009 SLO-Related Professional Development Presentations (Melanie Parker) – two presentations had been conducted on October 30 and both had fairly small attendance. One of them consisted mostly of adjunct faculty who had lots of questions. Melanie stated that she worked with them using handouts and rubrics. It was also great that Carol Eastin was in attendance and she provided quite a bit of assistance. The last event will be this Friday, November 13. The event is titled Fall Update and will be held from 10:00 a.m. to noon in SSV151. It will be an update on where we are right now and will include a question and answer session.

7. ACTION ITEMS – a motion was made and seconded to approve the following SLOs: CIS 174, READ 095L, READ 097L and READ 099L. With no further discussion, the SLOs were approved.

8. DISCUSSION

a. GE Program Learning Outcomes (Christos Valiotis) – Mr. Valiotis relayed to the committee members that any course that leads to a degree or certification must be assessed. This includes the GE degree as dictated by the Chancellor's Office but is not restricted to any subject area. He brought up the situation of a physical science degree in that there are only four core courses but many elective courses that the students could choose from. We can write the PLOs but how do we assess them if they are scattered about in a number of elective courses? About 60% of our GE courses are the same as other colleges. Our GE area is divided into 7 areas and contains approximately 250 courses. The question is – how do we assess so many courses? It was also brought up that other colleges call them SLOs and we call them PLOs. Additionally, other colleges had been warned that they are not progressing in their SLO rubric even though the deadline is 2012. This led Mr. Valiotis to mentally review our process and feels that we are in much the same position. So this is putting that much more pressure on us to get this process accomplished.

After reviewing the seven areas of GE in the AVC catalog, it was pointed out by Dr. Hall that each area states the comprehensive learning content of the courses listed under that particular area. It definitely could be utilized as a PLO. She questioned why we need to come up with something else when the answer is right there in front of us? The question also came up of who would do the assessment of the courses listed in each area, plus the fact that some courses are listed in several areas. The answer would likely be to determine which division has the majority of the courses listed and they would be responsible for the assessment. If there were a number of courses from other divisions, then a task force of two or more divisions would need to be created to do the assessment. Once the faculty have drafted their assessments, they should then have the counselors review them. There may also be areas that need to be done solely by the counseling staff, such as the diversity studies area. Melanie will make suggestions and forward to the members. She would like the responses back ASAP so it could be an information item on the next Senate agenda on the 19th of November. Once we have the Senate presence behind this, we will go out to the divisions and hopefully bring in the assessment data by December.

The next question that came up was what would be the guidelines for assessment? These are some of the suggestions: exit interviews, surveys, pre/post tests, post test,

and random sampling. It was suggested that this information be gathered near the end of the semester, at the course level. Kim Covell suggested that surveys are really not a good idea since the statistics show that we only receive a 10-15% return. The best route would be in the classroom.

We will need leaders in all divisions to take on this task and get this done by the end of the semester. We may need to make a decision as to who will handle the Breadth/Local Options area but time is of the essence as shown by the results at Taft and we do not want to be in that same situation.

- b. WEAVEonline data management/faculty incentives (Melanie Parker)** –Ms. Parker wanted further suggestions from the committee members on how to compensate those faculty who take on the task of doing assessment and inputting the data. The idea of doubling the flex credit came up and an idea came from Ed Beyer in regard to making faculty who do this job ex-officio members of the SLO Committee. With this idea, there were concerns about giving credit for not attending the meetings and how do we monitor if they did the work. Also, having that many more people at the meetings would make it too difficult to conduct. Ms. Drake pointed out that she works individually with each member of her division and puts in 1 to 1.15 hours per faculty member. She attempts to do this near the end of the semester when the assessment is due so they have it fresh in their minds. Once they do it, they could go teach others across different divisions and get flex credit for it. Dr. Hall felt that a mentoring concept would be a good idea in that the mentor would get flex credit. Melanie will take all suggestions and any others you wish to e-mail her and send them to the Flex Committee for review.

Finally, everyone who has viewed Dr. Gat's WEAVE guide loves it. It was suggested by Kim that she and Dr. Gat work with the Technical Trainer, Greg Krynen, and turn it into screen shots with pop ups. This will give a much better opportunity to the viewer who can actually visualize the sequence. They could also work with Aaron Voeckler on this project. It was suggested that we put a number of samples from Maggie Drake's division faculty on the website so other people can see what can be done. Hopefully, this will give some ideas on how to do their own PLOs. It was mentioned that this is called "social learning".

- c. Ad Hoc SLO Committee member (Melanie Parker)** – Ms. Parker presented to the committee members to add Aaron Voeckler to the committee as a non-voting member. All agreed that this would be a great idea and recommended that it be presented to the Senate. Ms. Parker will include this recommendation in her Senate report at the next Senate meeting for approval.
- d. Sample PLO Development Packets (Melanie Parker)** – Ms. Parker passed out the sample PLO Development packets to the members present. She asked that they look them over and get back to her by e-mail with any suggestions or corrections. Dr. Hall had browsed through the document and made comment that the terminology was different as it related to SLOs and PLOs. We should change this to what we have been using here at AVC so it does not make for any confusion. Ms. Parker would like to post this document as well as samples from Tech Ed and other colleges on the website. She will hold off on this for the time being and revise the documents as suggested.

- e. **Further suggestions for SLO website** – Ms. Parker requested any further suggestions for the website be forwarded to her. She will be working over the intercession on website revisions. She would like to include the assessment flex event done by Dr. Gat and Dr. Aviles. Once we have documents prepared by the Technical Trainer, Kim will work with Stephen Burns to help put everything on the web page. We will also keep Dr. Gat's document in its written format so it will be ADA compliant. It was suggested by Maggie Drake that everyone put the WEAVE link into their favorites.
- f. **Professional Development Presentation** – Friday, November 13th SLO Update (10:00 – noon, SSV 151) – another reminder. If you can, please come and help. Your knowledge about SLOs/PLOs would be most appreciated.
- g. **Remaining meeting dates for Fall 2009** – November 23 and December 7. These will be conducted in A141.

9. SLO Committee Administrative Business

- a. **Assign website-related tasks** – this has already been discussed and assigned.

10. OTHER

- a. Ms. Drake believes that we are relying too much on outside sources for our SLO/PLO/Assessment process. She feels that we should come up with our own ideas and go with that.
- b. Kim Covell brought up the issue of looking for Student Services SLOs in the postings on the website. Since she did not find them, it was explained that only course SLOs had been posted. It was discussed that we need to post all SLOs (including all from Student Services programs) as well as all PLOs and OOs. It was explained that there is some confusion as to what the OOs are relating to. Most come from the various departments on campus, such as maintenance, etc. Dr. Hall mentioned that when they do their PLOs in Student Services, they relate to them as PLOs-OOs. Since this still could cause confusion, a hierarchy needs to be developed to make this clear.

11. ADJOURNMENT – the meeting was adjourned at 4:30 p.m.

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