



<h1 style="margin: 0;">Outcomes Committee Minutes</h1>	<p style="margin: 0;"><b>Monday, Apr. 10, 2017</b></p> <p style="margin: 0;"><b>BE 323</b></p> <p style="margin: 0;"><b>3:00 – 4:30pm</b></p>
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**Type of Meeting:** *Regular*  
**Note Taker:** *TBD*  
**Please Review/Bring:** Review the past minutes for accuracy.

- Committee Members:**
- Stacey Adams, Faculty Division Rep X
  - Svetlana Deplazes, Research Analyst X
  - Jessica Eaton, Faculty Division Rep
  - Meeta Goel, Cochair
  - Glenn Haller, Cochair X
  - Gary Heaton-Smith, Faculty Division Rep (Adjunct)
  - Anne Hemsley, Faculty Division Rep X
  - Cindy Hendrix, Faculty Division Rep X
  - Rachel Jennings, Faculty Division Rep X
  - Scott Lee, Faculty Division Rep/Librarian X
  - Tim Lynskey, Faculty Division Rep
  - Karen Lubick, Faculty Division Rep X
  - Candace Martin, Faculty Division Rep X
  - Tom O’Neil, Academic Dean X
  - Erika Newman, Faculty Division Rep (Adjunct)
  - Joe Owens, Faculty Division Rep
  - Melanie Parker, Faculty Division Rep X
  - Brenda Solis, Student Rep
  - Wendy Stout, Faculty Division Rep X
  - LaDonna Trimble , Student Services Dean
  - Eugenie Trow, Faculty Division Rep

Items	Person	Action
I. Approval of Agenda		<p><b>Action Taken:</b> Motion was made and seconded to approve the agenda. Approved.</p> <p><b>Items added:</b></p>
II. Opening Comments from the Co-chair	<i>Glenn / Meeta</i>	<p><b>Issues Discussed:</b> Glenn attended the ACCJC Conference and learned much more about disaggregation. It is currently up to colleges to determine what populations they will review. Student Equity populations could be what we use as a direction for our campus. This is considered an emerging standard for ACCJC so we may not need to deal with disaggregation as microscopically as feared, at least in the near future. Our perspective will be to see this as a developing practice and our processes should indicate progress being made in this area. Whatever new management system is used, we must be certain it will manage disaggregation for us. This</p>



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		<p>seems to throw out Trac-Dat as an option as disaggregation would have to be done manually. We are still in process to have the new Outcomes management system in place by August 2017.</p> <p><b>Action Taken:</b></p> <p><b>Follow Up Items:</b></p>
<p>iii. Approval of Minutes</p> <p>10-24-16 11-7-16 2-27-17</p>	<p>Glenn</p>	<p><b>Action Taken:</b> Minutes from 10/24/16 and 11/7/16 were approved without correction. Minutes from 2/27/17 were corrected for attendance. Changes were recorded by Glenn.</p> <p><b>Follow Up Items:</b></p>
<p>IV. Informational Item – -Meeting Schedule 16-17 4/10/2017, 4/24/2017, 5/8/2017, 5/22/2017</p>	<p>Glenn</p>	<p><b>Issues Discussed:</b> Agenda originally sent out was from a prior meeting. Glenn is emailing out correct agenda.</p> <p>Congratulations were extended to Karen on her recent marriage.</p> <p>Concern was expressed regarding the Outcome Committees lack of access to CurricUNET and asked for Committee agreement that this should be addressed. There are issues, such as revision of SLOs, that are not being addressed. Glenn has no access to an approval button as the Outcomes Committee Co-Chair. He will take these concerns to the Executive Committee.</p> <p><b>Action Taken:</b></p> <p><b>Follow Up Items:</b></p>
<p>V. Action Item – Internal Reorganization</p>	<p>Glenn</p>	<p><b>Issues Discussed:</b> A handout was distributed regarding the proposed reorganization of the Outcomes Committee. Glenn express concern that now we are through Accreditation, we have put Outcomes on the back burner. Concern was expressed that Operational Outcomes are not being addressed. Since we rarely have Operational representation present, developing two Outcomes sub-committees, one for Learning Outcomes and the other for Operational Outcomes, should help address this need. The full committee would meet every two months. A motion was made and seconded to send this proposal to the Academic Senate. One member expressed concerns that this proposal was moving forward without input from Operational areas. Glenn expressed that there has been little to no movement in appointment of representation from</p>



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		<p>operational areas and therefore we need to move forward with a possible solution. He believes this gives the Operational side of campus the best chance to participate actively in the Outcomes process.</p> <p><b><u>Follow Up Items:</u></b></p>
VI. Discussion Item – Recommendation 1	Glenn	<p><b><u>Issues Discussed:</u></b> Stacey asked if this is an issue that involves deeper dialog with Student Services and affects mostly Operational Outcomes? Svetlana believe the issue refers not only to Learning Outcomes but other data such as that represented in the Dashboard and Scorecard. Stacey expressed confusion at the Recommendation as a whole.</p> <p><b><u>Follow Up Items:</u></b></p>
VII. Discussion Item – Recommendation 3	Glenn	<p><b><u>Issues Discussed:</u></b> The issue of Curriculum Mapping should be in part remediated in whatever new management system is chosen. At issue will be what information the new management system requires us to enter. Questions arose regarding the progress Department Chairs have made in Curriculum Mapping.</p> <p>Glenn will be revising the Handbook and assuring consistency/accuracy of information. Some issues are likely just editing issues. A sub-committee consisting of Glenn, Tim, Karen and Rachel will hopefully look at these issues. Melanie will look at terminology.</p> <p><b><u>Follow Up Items:</u></b> Handbook to be revised and terminology defined. This needs to be accomplished and ready for approval at last meeting of the semester.</p>
VIII. Discussion Item – Recommendation 4	Glenn	<p><b><u>Issues Discussed:</u></b> Is the correct term Information Competency or Information Literacy? Scott was asked about the Library being the group who defines this. The Outcomes Committee would then come up with ways to document this as part of the SLOs and PLOs. We believe many Outcomes already encompass research-related skills. One question asked was whether or not this would be required as a provision in every course or as part of Program Learning Outcomes. Glenn reminded the Committee this is an emerging issue and a good first step is to define what is already being captured. We suspect it is often documented as part of course objectives and assignments/course level methods of evaluation but perhaps not specifically in SLOs. Are there ways we can add checkboxes in those courses where this already happens?</p>



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		<b><u>Follow Up Items:</u></b>
<b>NEXT MEETING DATE: 3/27/2017</b>		