



ANTELOPE VALLEY COLLEGE

# Outcomes Committee Minutes

Monday, October 26, 2015

BE 324

3:00 – 4:30pm

**Type of Meeting:** *Regular*

**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*

**Please Review/Bring:** Review the past minutes for accuracy.

**Committee Members:**

Stacey Adams, Faculty Division Rep, present  
 Kim Covell, Classified Union, absent  
 Svetlana Deplazes, Research Analyst, present  
 Jessica Eaton, Faculty Division Rep, present  
 Irit Gat, Faculty Division Rep, present  
 Meeta Goel, Cochair, absent  
 Glenn Haller, Cochair, present  
 Anne Hemsley, Faculty Division Rep, present  
 Cindy Hendrix, Faculty Division Rep, present  
 Melissa Jauregui, Confidential Management, present  
 Rachel Jennings, Faculty Division Rep, present  
 Scott Lee, Faculty Division Rep/Librarian, absent  
 Karen Lubick, Faculty Division Rep, absent  
 Tom O’Neil, Academic Dean, present  
 Melanie Parker, Faculty Division Rep, present  
 Brenda Solis, Student Rep, absent  
 Wendy Stout, Faculty Division Rep, present  
 LaDonna Trimble , Student Services Dean, absent

**Guests Present:**

Kyle Jacobsen

| Items   | Person               | Action  |
|---|----------------------|---|
| I. Opening Comments from the Co-chair           | <i>Glenn / Meeta</i> | The Outcomes Committee meeting was called to order at 3:07pm. Dr. Glenn Haller announced that the Program Committee agreed to the change in our committee meeting schedule. We will meet the Monday prior to AP&P from now on. Typically that is the 2 <sup>nd</sup> and 4 <sup>th</sup> Monday of the month, however there are a few meetings in spring that require us to meet on the 1 <sup>st</sup> and 3 <sup>rd</sup> Monday instead. |
| II. Approval of Previous Minutes<br>-10/12/2015 | <i>All</i>           | <p><b><u>Issues Discussed:</u></b><br/>None.</p> <p><b><u>Action Taken:</u></b><br/>A motion was made and seconded to approve the minutes from 10/12/2015. After a brief moment, no edits were requested or noted. Motion carried unanimously by those members present.</p> <p><b><u>Follow Up Items:</u></b><br/>None.</p>   |
| III. Consent Item – Revised                     | <i>All</i>           | <b><u>Issues Discussed:</u></b>   |



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| <p>SLOs<br/>-ART 116, ART 298<br/>-ED 140, MGT 105<br/>-OT 150, OT 152<br/>-SOC 110</p>   |                   | <p>None.</p> <p><b><u>Action Taken:</u></b><br/>A motion was made and seconded to approve the course outcomes for those courses listed under Consent Item. After a brief moment, no edits were requested or noted. Motion carried unanimously by those members present.</p> <p><b><u>Follow Up Items:</u></b><br/>None.</p>  |
| <p>IV. Action Item – New SLOs<br/>-BIOL 101L</p>  | <p><i>All</i></p> | <p><b><u>Issues Discussed:</u></b><br/>None.</p> <p><b><u>Action Taken:</u></b><br/>A motion was made and seconded to approve the course outcomes for those courses listed under Action Item New SLOs. After a brief moment, no edits were requested or noted. Motion carried unanimously by those members present.</p> <p><b><u>Follow Up Items:</u></b><br/>None.</p>  |
| <p>V. Action Item – Revised SLOs<br/>-ART 113, ART 213<br/>-BIOL 101, CHEM 210<br/>-CHEM 220, DM 105<br/>-ED 145, *ENGR 220L<br/>-MOA 111</p> | <p><i>All</i></p> | <p><b><u>Issues Discussed:</u></b><br/>Unfortunately, the edits requested to ENGR 220L at the last Outcomes meeting were not requested so that course was not approved.</p> <p><b><u>Action Taken:</u></b><br/>A motion was made and seconded to approve the course outcomes for those courses listed under Action Item Revised SLOs. After a brief moment, no edits were requested or noted but it was understood that ENGR 220L was table. Motion carried unanimously by those members present.</p> <p><b><u>Follow Up Items:</u></b><br/>ENGR 220L will return to the next meeting for review and approval.</p> |
| <p>VI. Action Item – Revised PLOs<br/>-LAS – Social/Behavioral Sciences</p>   | <p><i>All</i></p> | <p><b><u>Issues Discussed:</u></b><br/>None.</p> <p><b><u>Action Taken:</u></b><br/>A motion was made and seconded to remove this item as the PLOs for the LAS-Social/Behavioral Sciences degree were approved at the last meeting. Motion carried unanimously by those members present.</p>   |



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|  |              | <p><b><u>Follow Up Items:</u></b><br/>None.</p>  |
| VII. Action Item – ILOs                            | <i>Meeta</i> | <p><b><u>Issues Discussed:</u></b><br/>Dr. Glenn Haller indicated that a subcommittee should be created to discuss and create an implementation plan for the new ILOs. Dr. Irit Gat, Dr. Svetlana Deplazes, Dr. Rachel Jennings, and Melissa Jauregui agreed to participate on that sub committee.</p> <p><b><u>Action Taken:</u></b><br/>None.</p> <p><b><u>Follow Up Items:</u></b><br/>This item will return to the next meeting for formal approval.</p>   |
| VIII. Discussion Item – WEAVE Facilitator Training | <i>Glenn</i> | <p><b><u>Issues Discussed:</u></b><br/>Dr. Glenn Haller passed out copies of the Facilitator Training materials and requested each representative take enough packets to give to their Weave Facilitators. He also requested that committee members make their meetings open to any one if possible as these trainings are required for any Facilitator who wishes to claim 30 minutes of FPD credit for each courses outcomes entered into Weave. The per course FPD credit can only be claimed if the Facilitator attends at least one of the Weave Trainings conducted by a member of this committee. Mrs. Stacey Adams posted her planned training event which will occur on November 6,2015 in BE 324 from 8-10am.</p> <p><b><u>Action Taken:</u></b><br/>None.</p> <p><b><u>Follow Up Items:</u></b><br/>All members were asked to send their planned training schedule to the whole committee once the date is set.</p> |
| IX. Discussion Item – Curricunet Page              | <i>All</i>   | <p><b><u>Issues Discussed:</u></b><br/>Dr. Glenn Haller requested the committee to review the recently revised SLO page in CurricUNET (handout in packet) for accuracy. After a brief moment, committee members agreed to add Test, Quiz, Short answer, In-class Assignments, and Presentation to the list of Assessment Methods. It was also requested that if 2 or more assessment methods are selected that a new box appear so faculty can provide an explanation for using so many methods.</p>   |



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|                                      |     | <p>A separate discussion occurred regarding the need to potentially require a uniformed assessment method so all instructors teaching a particular course are required to assess the SLOs in the same fashion so the data is meaningful. While the Outcomes Committee has already made this recommendation, it will likely come with much opposition if a mandate is made.</p> <p><b><u>Action Taken:</u></b><br/>None.</p> <p><b><u>Follow Up Items:</u></b><br/>Potential future discussion on the PLO page in CurricUNET.</p>  |
| X. Discussion Item – PLOs Procedures | All | <p><b><u>Issues Discussed:</u></b><br/>Dr. Glenn Haller indicated that currently a process is not available for PLOs. He is requesting clarification from the committee on whether or not PLO procedures are needed at this time. After much consideration, the committee agreed that the new Facilitator Training packet is enough and speaks to the PLO process. Dr. Svetlana Deplazes recently added a workshop on proper assessment of PLOs and offered to bring materials to the next meeting.</p> <p><b><u>Action Taken:</u></b><br/>None.</p> <p><b><u>Follow Up Items:</u></b><br/>Dr. Deplazes will bring PLO materials to next meeting for consideration.</p>   |
| XI. Discussion Item – Deadline Dates | All | <p><b><u>Issues Discussed:</u></b><br/>Dr. Glenn Haller asked the committee if the current deadlines are most appropriate for the college. Currently SLO/PLO data is to be entered in Weave no later than 2 weeks after the end of the spring term for all courses offered in that academic year. Then at least one action plan is to be developed for all courses/programs that speaks to at least one SLO/PLO for every course/program offered by AVC. Those action plans are to be entered in Weave no later than September 30<sup>th</sup>. After a moment, the committee agreed that a change in deadlines would only cause confusion especially since there has not been a reason to adjust the deadlines.</p> <p><b><u>Action Taken:</u></b><br/>None.</p> <p><b><u>Follow Up Items:</u></b></p> |



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|                                     |  | None.   |
| <b>NEXT MEETING DATE: 11/9/2015</b> |  | Dr. Glenn Haller thanked the committee for their time. The meeting ended at 4:31pm. |