



**ANTELOPE VALLEY COLLEGE  
OUTCOMES COMMITTEE MEETING  
November 24, 2014  
3:00 p.m. – 4:30 p.m.  
BE 321**

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. November 10, 2014
5. **REPORTS**
  - a. Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel
  - b. Missing PLO Forms
6. **CONSENT AGENDA ITEMS**
  - a. Revised SLOs: HIST 101, HIST 102, HIST 104, HIST 105, KIN 265, WELD 101, WELD 110, WELD 120, WELD 130, WELD 145, WELD 212
7. **DISCUSSION ITEMS**
  - a. Mission:
    - 1) College mission and EMP priorities
    - 2) Outcomes Committee mission (attachment)
    - 3) Outcomes Committee goals 2014-2015 (attachment)
  - b. Institutional Learning Outcomes
8. **ADMINISTRATIVE BUSINESS**
  - a. SLO-Related Events –
    - 1) FPD: Friday, March 6, 2015, 9am – 12pm in SSV 151
9. **INFORMATIONAL**
  - a. 14-15 Academic Year Outcomes Representative Proxy
  - b. SLO Meeting dates remaining for Spring 2015: 2/23/15, 3/9/15, 3/23/15, 4/13/15, 4/27/15, 5/11/15
10. **ADJOURNMENT**

**NON-DISCRIMINATION POLICY**

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.



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November 10, 2014  
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<b>MEMBERS PRESENT</b>			
Dr. Fredy Aviles, Chair	Angela Davis	Dr. Irit Gat	Melanie Parker
Stacey Adams	Jessica Eaton	Glenn Haller	Brenda Solis
Maria Clinton	Dr. Barbara Fredette,	Dr. Rachel Jennings	Wendy Stout
Kimberly Covell	proxy	Dr. Tom O’Neil	LaDonna Trimble
<b>MEMBERS ABSENT</b>	<b>GUESTS PRESENT/EX-OFFICIO MEMBERS</b>		
Dr. Svetlana Deplazes	Diana Keelan	Scott Jenison	
Luis Enriquez	Dr. Scott Lee		
Dr. Meeta Goel			

1.     **CALL TO ORDER AND ROLL CALL**  
A motion was made and seconded to call the November 10, 2014 Outcomes Committee Meeting to order at 3:10p.m. Dr. Fredy Aviles, SLO Faculty Co-Chair, called the meeting to order at 3:10p.m. Motion carried.
  
2.     **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**  
Dr. Fredy Aviles announced the November 10, 2014 deadline has been extended to December 11, 2014. The AP&P Committee has added another meeting to their schedule this fall semester and in doing so has requested that the Outcomes Committee meet to approval SLOs and PLOs on November 24, 2014. The committee was in agreement to adding the meeting. Dr. Aviles indicated that if any member cannot attend, to establish a proxy by sending a memo/email to Melissa Jauregui, cc the dean and proxy.  
  
Dr. Aviles also announced that we would not be renewing his term as the Outcomes Committee but will remain on the Accreditation Committee. He encouraged all members of the committee to consider stepping up for the role. The call will go out in the spring semester and the new cochair will run the last couple meetings as a way of preparing for the full time role. He indicated that the position allows for 6 LHE each semester and a summer stipend if needed.
  
3.     **OPEN COMMENTS FROM THE PUBLIC**  
No comments from the public were made.
  
4.     **APPROVAL OF MINUTES**
  - a.    **October 27, 2014**  
A motion was made and seconded to approve the minutes from the October 27, 2014 Outcomes Committee meeting. Motion carried.
  
5.     **REPORTS**
  - a.    **Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel**  
No update at this time.  
  
*A motion was made and seconded to amend the agenda to include AJ 206, ART 100, AUTO 102, CFE 111, COMM 115, FTEC 295AL, POLS 200, WE 197, WE 199 with the other revised SLOs noted in Consent Agenda items 6a. Motion carried.*  
  
*A second motion was made and seconded to table HIST 112 as the course needs to undergo major revision to bring it current. Motion carried with one abstention.*
  
6.     **CONSENT AGENDA ITEMS**
  - a.    **Revised SLOs: AERO 230, AERO 231, AERO 240, AERO 241, ANTH 101L, ART 102, ATH 102, AUTO 100, AUTO 101, AUTO 110, AUTO 111, AUTO 112, BIOL 100, BUS 201, CIS 157, CIS 161, CIS 175, COMM 101, COMM 219, ENGL 113, ENGL 230, ENGL 231, ENGL 235,**

**ENGL 236, ENGL 250, ENGL 253, ENGL 256, ENGL 257, ENGL 259, ENGL 279, ENGL 299, FTEC 141, FTEC 144, FTEC 149, FTEC 295B, FTEC 295BL, GEOG 201, HE 101, HIST 112, HIST 114, HIST 115, HIST 118, HIST 119, JOUR 121, KIN 111, KIN 140, KIN 155, KIN 160, KIN 180, KIN 205, POLS 203, SOC 101, SOC 112, AJ 206, ART 100, AUTO 102, CFE 111, COMM 115, FTEC 295AL, POLS 200, WE 197, WE 199**

A motion was made and seconded to approve item 6a Revised SLOs. It was noted that all courses listed have been reviewed and approved by the Division Representatives. Motion carried.

**7. ACTION ITEMS**

**a. Third Reading: New course SLOs:**

**1) ESL 050X**

A motion was made and seconded to approve item 7a1 New course SLOs for ESL 050X. Mr. Scott Jenison was present to discuss the course SLOs and answer questions. After a brief review of the SLOs on the screen, it was decided that edits were not needed as all requested changes had been noted. Motion carried.

**b. First Reading: New course SLOs:**

**1) NS 200A**

A motion was made and seconded to approve item 7b1 New course SLOs for NS 200A. After a brief review of the SLOs on the screen, it was decided that edits were not needed. Motion carried.

**2) PHTC 246L**

A motion was made and seconded to approve item 7b2 New course SLOs for PHTC 246L. After a brief review of the SLOs on the screen, it was decided that edits were needed to the achievement target noted for SLO 1, the committee requested the level of success be identified in a percent value or note specifically what "successfully complete" means. Motion carried pending revisions as noted.

**3) SPAN 220SS**

A motion was made and seconded to approve item 7b3 New course SLOs for SPAN 220SS. After a brief review of the SLOs on the screen, revisions were requested to the assessment method listed in SLO 1 and SLO 2, with the permission of the representative, the edits were made during the meeting. Motion carried.

*A motion was made and seconded to amend the agenda to include Interactive Media-Web Design Certificate PLOs as item 6c3. Motion carried.*

**c. First Reading: Revised program PLOs:**

**1) Professional Bookkeeping, Certificate of Achievement: 18+ units**

A motion was made and seconded to approve item 7c1 Revised PLOs for the Professional Bookkeeping, Certificate of Achievement: 18+ units. After a brief review of the PLOs on the screen, it was decided that edits were not needed. Motion carried.

**2) AA-T in Psychology**

A motion was made and seconded to approve item 7c2 Revised PLOs for the AA-T in Psychology. After a brief review of the PLOs on the screen, it was decided that edits were not needed. Motion carried.

**3) Interactive Media-Web Design Certificate of Achievement: 18+ units**

A motion was made and seconded to approve item 7c3 Revised PLOs for the Interactive Media-Web Design Certificate of Achievement: 18+ units. After a brief review of the PLOs on the screen, it was decided that the assessment methods needed to be clearly identified and achievement targets should also be listed. It was also noted that the PLO workbook was not attached in CurricUNET. Motion failed.

**d. SLO/PLO data and action plan reporting**

A motion was made and seconded to approve item 7d SLO/PLO data and action plan reporting. After a brief review of the previously developed language, as noted below:

## Outcomes Reporting Guidelines

Reporting Cycle: October 1 – September 30

Data: All outcomes (SLO/PLO/OO) will be assessed and data entered into Weave each reporting cycle no later than two weeks after the end of the spring term. All intersession data will be entered in the current reporting cycle. All summer data will be entered into the following reporting cycle.

Action Plan: The minimum requirement is that each course, program, and operational area enters one action plan in Weave each reporting cycle no later than September 30th.

The committee agreed that additional edits were not needed. The committee requested the cochair to communicate this information via email to the deans. Motion carried.

### 8. DISCUSSION ITEMS

#### a. Mission:

- 1) College mission and EMP priorities
- 2) Outcomes Committee mission (attachment)
- 3) Outcomes Committee goals 2014-2015 (attachment)

#### b. Institutional Learning Outcomes

A motion was made and seconded to table items 8a and 8b. Ms. Melanie Parker indicated that our current ILOs can not be assessed and therefore we will not be able to provide statistical data to the accrediting team in support of our ILOs. As a result, perhaps some research can be conducted to review other colleges and the ILOs in place. Ms. Maria Clinton suggested a task force be created from members of this committee to conduct that research, prepare better written ILOs and present the information to the Outcomes Committee for final review and approval. The committee was in agreement with the establishment of a task force and the following members volunteered to participate: Melanie Parker, Irit Gat, Fredy Aviles, Glenn Haller and Meeta Goel. Motion carried.

### 9. ADMINISTRATIVE BUSINESS

#### a. SLO-Related Events –

- 1) FPD: Friday, March 6, 2015, 9am – 12pm in SSV 151

### 10. INFORMATIONAL

- a. 14-15 Academic Year Outcomes Representative Proxy
- b. SLO Meeting dates remaining for Fall 2014: 11/10/14, 11/24/14

### 11. ADJOURNMENT

A motion was made and seconded to adjourn the November 10, 2014 Outcomes Committee meeting at 4:04p.m. Motion carried.

### NON-DISCRIMINATION POLICY

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## OUTCOMES COMMITTEE'S VISION, MISSION & GOALS

2014-15

**Vision:** AVC will be a model for exemplary outcomes assessment.

**Mission:** The Outcomes Committee Mission is to support the AVC Mission and ensure greater college wide communication, collaboration, and consistency of processes related to Student Learning Outcomes (SLO), Operational Outcomes (OO), Program Learning Outcomes (PLO), and Institutional Learning Outcomes (ILO), as well as program reviews. This is accomplished through embedding comprehensive, quality outcomes; their implementing; analyzing resulting findings; and action planning into the campus culture in order to document evidence of student learning.

### **Goals:**

- 1) Successfully implement CurricUNET for quality SLO, OO, PLO & ILO.
- 2) Improve the integration of SLO, OO, PLO & ILO for more effective program reviews, strategic planning and outcomes assessment, in general.
- 3) Promote increased college wide communication regarding outcomes assessment amongst academic and nonacademic areas to create a more collaborative campus culture.

#### Sub Goals:

- a) Facilitate use of Weave Online.
- b) Assist with quality assurance in creating outcomes and action plans.
- c) Provide examples of effective pedagogical strategies & resources.
- d) Increase the availability of assessment related tools and documents on the AVC website.
- e) Provide quality data for program reviews.