



ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOMES COMMITTEE
November 28, 2011

1. CALL TO ORDER AND ROLL CALL

Ms. Melanie Parker, Student Learning Outcomes (SLO) Faculty Co-Chair, called the November 30, 2011 SLO Committee meeting to order at 3:09 p.m.

2. OPEN COMMENTS FROM THE CHAIR

- Ms Parker announced this would be the last SLO Committee meeting for the fall 2011 semester. The committee is not scheduled to officially meet until the spring 2012 semester and wished all committee members a wonderful holiday break.
- The new efforts taking place with offering presentations during WEAVE week and Assessment week requires a great deal of coordination. It became obvious that the tasks need to be delegated so that all elements come together smoothly. Dr. Irit Gat has kindly volunteered to coordinate all publicity efforts for future SLO events.
- At the last SLO meeting there was some discussion regarding the concern expressed by the Faculty Professional Development Committee regarding awarding credit for contractually required activities (i.e. completing SLO Action Plans). One of the primary responsibilities of the SLO Committee is to ensure faculty are constantly reviewing and revising, if necessary, SLO language, as well as developing different types of course measurements. The process requires a cycle of events and it is very important that somehow faculty facilitators are awarded credit for the compilation of course data for review. There may be a need to create a SLO flow chart to detail expected tasks pertaining to SLOs. Ms. Parker indicated she would really like to coordinate a collaborative meeting between the SLO Committee and the Faculty Professional Development Committee so that all concerns and considerations are heard by all and a collective resolution can be determined. Ms. Parker indicated she would work on coordinating a collaborative meeting between the groups.

3. OPEN COMMENTS FROM THE PUBLIC

None.

4. APPROVAL OF MINUTES

a. November 14, 2011 (attachment)

A motion was made and seconded to approve the November 14, 2011 SLO Committee minutes. Ms. Patricia Márquez requested a revision be made to 6a. Action Items – Approval of SLOs: LAC 020. She requested the term “consensus” be changed to “agreement” to avoid any confusion. Motion carried as corrected.

5. REPORTS

a. Department of Institutional Research and Planning - T. Younglove/A. Voelcker

- Mr. Ted Younglove reported WEAVE Week activities began in the morning but the training session did not garner any attendees. Another training session has been scheduled for 4:00 p.m., which there will hopefully be participants. This is the first attempt of coordinating a WEAVE week and hopefully faculty facilitators will take advantage of the opportunity to obtain refresher information or specific time to enter data into WEAVE. Ms. Parker indicated at this point most of the SLO/PLO Facilitators have been trained and are not aware of what they don't know. The good news is that the initial Facilitator WEAVE training has been addressed. The next big

training effort and work needing to be accomplished involves establishing a consistent data entry cycle, as well as a course data assessment review cycle.

- Assessment Week Update – the last session was extremely productive. The committee needs to shift the focus of their efforts on this type of dialogue amongst constituencies. The session presented two different perspectives on SLO data collection. Mr. Charles Hood and Ms. Dorothy Williams were guest presenters and spoke about their perspectives on SLO data. It was a lively discussion and will shed light on how to move forward collectively as a campus community.

6. ACTION ITEMS

a. Approval of SLOs

- **LAC 020 (attachment)**

A motion was made and seconded to approve the LAC 020 SLO. Committee members reviewed the submitted SLO and determined the language within the Assessment Methods requires revision. Ms. Parker indicated she would contact Ms. Flores-Kagan and discuss the recommended revisions. Motion failed.

b. Approval of PLOs

- **FACE (attachment)**

A motion was made and seconded to approve the FACE PLO. Ms. Parker indicated establishing assessments for this program was extremely difficult being that there are four separate options students can choose from within this degree. Constituent faculty determined it would be best to establish a PLO Assessment for each area of emphasis. It may not be the best method of assessing the program but it was difficult to determine any other way assessing students. There are no specific courses that could be considered Mastery level as students are expected to have a breadth of knowledge in the field of Family and Consumer Sciences. For example, all students in an Interior Design course will be assessed in the compilation of data, and will not segregate out students majoring in Interior Design. The data will not be completely accurate since it will include all students but there is no easy way to segregate out students identified as majoring Interior Design.

Ms. Patricia Márquez stated for Accreditation purposes a narrative can specifically speak to the assessment data and indicated the specific number of students that achieved the assessment targets and are identified as students majoring in Family and Consumer Sciences.

Committee members reviewed PLO language, Assessment Methods, Program Assessment Cycle, and Curriculum Map to determine action.

Ms. Stacey Adams stated the electives for the program should be included on the curriculum map. Ms. Parker indicated that this revision could easily be completed.

Motion carried as revised with electives included on the Curriculum Map.

- **GIS (attachment – revised version)**

A motion was made and seconded to approve the GIS PLO. Ms. Parker indicated the revisions requested were completed and the PLO should be ready for committee approval. Committee members reviewed the PLO language, Assessment Methods, Program Assessment Cycle, and Curriculum Map to determine action. A spelling error was found in the Assessment Methods of each PLO. Ms. Parker indicated the spelling of achievement will be corrected accordingly. Motion carried as corrected.

- **Math (attachment – revised version)**

A motion was made and seconded to approve the Math PLO. Committee members reviewed the PLO language, Assessment Methods, Program Assessment Cycle, and Curriculum Map to

determine action. A minor grammatical error was found in PLO #2. Ms. Parker indicated she would make this correction accordingly. Motion carried as corrected.

7. DISCUSSION ITEMS

a. PLO Progress Report – M. Parker

Ms. Parker provided a brief report on the progress made on PLOs. While we are closing the gap, there are several areas still developing PLOs. Since we need to demonstrate PLOs are being assessed for 100% of our programs by end of the Spring 2012 semester, there is still much work ahead. She indicated Maggie Drake was working with Mr. Mike McCully from the Visual and Performing Arts. He now has an understanding of the PLO process and will work on finalizing the necessary PLO documents needed for submission and approval of Commercial Music PLOs.

b. FPD Credit Matrix/Formula – M. Parker

Ms. Parker stated that at the last meeting committee members engaged in a discussion regarding awarding SLO Facilitators Faculty Professional Development Credit for the SLO/PLO work facilitated throughout the academic year. There were some concerns that the formula proposed did not include an adequate amount of hours for the work required and committee members were requested to take the formula back and thoroughly examine whether the proposed formula would provide an adequate amount of credit hours.

Ms. Márquez stated she would argue that implementing a formula would mirror the current Faculty Professional Development process and would alleviate some of the guess work that is currently taking place with the current method of awarding credit for SLO/PLO work. The committee could use the first year as a trial to determine if the formula needs to be revised due to the workload.

Ms. Stacey Adams reported she initially had serious reservations about implementing a formula as she did not believe the formula would include enough hours for the amount of work performed. After further consideration and working with the alternate formula calculations she is in agreement to keep the formula simple.

c. Committee Membership Recruitment Ideas – M. Parker

Ms. Parker stated she wanted to obtain ideas on how to go about recruiting new SLO Committee members due to the approved changes to the committee composition. It is important that faculty make the decision of participating on the SLO Committee and understand the requirements of becoming a member. Ultimately, all interested faculty should be willing to become an active participant in the SLO/PLO process. Ms. Márquez indicated she was confused on why the committee would even be discussing this issue since division representatives would be appointed and solicited within individual divisions/areas. The At-Large Representatives and Adjunct Representatives would be obtained by a call distributed by the Academic Senate to the faculty. Ms. Parker stated current committee members know the nature of the work needing to be accomplished and have worked with various faculty on campus and should encourage anyone they feel can contribute to the process to come forward as divisional representatives. All Division Deans and Administrative Assistants will be notified of the need to appoint division representatives to begin the training process for the spring 2012 semester. A notification should be distributed to Deans and Administrative Assistants during the Intersession break for potential appointment at the beginning of the spring 2012 semester.

d. Spring Welcome Back Day (February 4, 4011) – M. Parker

Committee members were reminded that discussion over the break is needed to coordinate the SLO/PLO breakout sessions for the Spring 2012 Welcome Back Day. All committee members should check their email periodically during the break.

Ms. Adams indicated the need to include time for faculty to discuss and write Action plans is imperative. This is an opportunity where a greater number of discipline faculty can work

collaboratively together on accomplishing this important task needed to maintain compliance with Accreditation requirements. It is also important that a reminder announcement is made stating the fall 2011 semester has its own assessment cycle and emphasize the importance of entering data to meet the designated deadline established for fall 2011 assessment cycle.

Dr. Fredy Aviles stated the breakout session should include time to allow discipline faculty the opportunity to discuss SLOs and changes needed. In addition, faculty need to be reminded of the deadline dates to submit data and remind SLO Facilitators of the deadline date to get data entered into the WEAVE database.

Ms. Márquez suggested the committee provide an overview of SLO progress for the March 13, 2012 deadline date and send this information out to the entire campus so that everyone is made aware of the work that still needs to be accomplished and in what specific areas.

Ms. Parker stated these are the types of discussions that will have to be finalized over the break. She would take the suggestions and begin working on a template to distribute to committee members for input and further discussion. The Accreditation deadline date is rapidly approaching and the committee will have to make a big push to ensure all efforts to meet the requirement are made.

8. ADMINISTRATIVE BUSINESS

a. SLO Related FPD Events for fall 2011 – Your participation is Welcome!!

- “WEAVE: Basic Training” – November 30, 2011
- “WEAVE: Refresher Training” – November 30, 2011

b. Fall 2011 WEAVE Data Days – December 13, 2011 – 14, 2011

8. OTHER

a. Future SLO Meeting dates for spring 2012: February 13 and 27, March 12 and 26, April 9 and 23, and May 23.

9. ADJOURNMENT

A motion was made and seconded to adjourn the November 28, 2011 Student Learning Outcomes Committee meeting at 4:31 p.m. Motion carried.

MEMBERS PRESENT		ABSENT MEMBERS	
Dr. Fredy Aviles	Melanie Parker	Kim Covell	<i>Vacant AP&P Faculty Member</i>
Maggie Drake	Dr. Basaam Saleme	Dr. Robert Harris	<i>Vacant Confidential Management Member</i>
Dr. Irit Gat	Aaron Voelcker	Ted Younglove	<i>Vacant Classified Union Member</i>
Patricia Márquez		WEAVE DATA FACILITATOR	GUEST
		Stacey Adams	Will Howard