Lauren Hasten, Chair, opened the meeting at 2:35 pm., in Room 2411A.

I. Set Agenda
The agenda was set with one change: to present section VI. B. SLO Faculty Website Survey when Scott Vigallon joins this meeting from his previous meeting.

II. Review of Minutes
The Minutes of November 3, 2008 were reviewed and approved with one change. Page 4, VII. Other: a clerical error on bullet number 3 shall be changed to read: “And add “Reflection Time, through Spring 2010 Fall 2009.” It was decided by the committee on November 3 that Reflection Time shall be after the Accreditation Team visit.

III. Chair’s Update
Lauren Hasten mentioned that she has been working with Nolan O’Brien, instructor for LPC Radio, to secure rights to stream the SLO song on the LPC radio station; and she played the song for the committee. The Committee review: Great!

IV. eLumen Update
Tina Inzerilla had no update for this month.

V. College Update
Lauren had no update for this month.

VI. “Topics of the Month”

A. Adjunct-Only Course List
Lauren reminded members to send the lists of courses taught only by adjuncts to her so that they can be removed from the target percentage list, which will give a better summary of how many courses taught by full-time instructors have SLOs written/input.

B. SLO Website Survey to Faculty*
Amber Machamer mentioned that she and Scott Vigallon drafted the Zoomerang survey and will present it when Scott arrives from another meeting.*
C. Accreditation Self-Study (Review)

Lauren shared the details of the Committee feedback she received from the two documents distributed at the last meeting (SLO Abstract Draft, and Standard I - Planning Review). She summarized with several points:

- It is important for the committee to provide the LPC Accreditation committee a number of corrections, verbiage changes, and a few major changes to represent college work on SLOs.
- Among these are the Academic Senate MOU regarding assessment philosophy (which requests but does not require adjunct participation), and that eLumen is not yet programmed for program-level outcomes.
- The Accreditation Committee will revise the documents and all committees will be given another draft to review.

D. SLO Town Meeting Planning

a. “Closing the Loop,” a.k.a. “Applying the Lessons Learned”

This will be presented in a Town Hall meeting, hopefully in February. In order to learn what the needs are after course level SLO results are analyzed, the “Action Area Notes” section will be used. The website link for this is: http://www.laspositascollege.edu/SLO/apply.php. Lauren and Tina showed the above website on screen and the “Action Area Notes” section was discussed. It was noted that:

- The Action Area Notes will naturally correlate to Program Review goals and needs.
- Action Area Notes and Program Review items will best be coordinated and tied together at the department level.
- eLumen is not yet capable to provide Action Area Notes in a report, thus instructors will need to send a copy of their “Action Area Notes” to their Coordinators.

b. What is a “Program”?

Discussion was held about what constitutes a program for the purposes of writing Program-Level SLOs. This is a conversation of the theoretical framework relating General Education requirements, Core Competencies, Majors, Programs, and Disciplines. There was thorough discussion of this including these points:

- The five Core Competencies were projected on-screen: Communication, Critical thinking, Creativity and Aesthetics, Respect and Responsibility, and Technology.
- Various ideas were bounced around, such as thinking in Counseling mode of 60 units for an AA/AS, or transfer-ready.
- What if a course SLO applies in two places, can it be used twice? Consensus: Yes.
- Not every course SLO has to speak to a discipline-level SLO.
- Do discipline-level faculty need to write GE level SLOs? Consensus: No.
- Discussed whether disciplines without a major would need to write SLOs; committee leaned toward making this optional for non-major disciplines (see below).
- Could add a new category alongside the GE Course Competencies. This was agreed to be too complex, do not need to add more detail there.
Can eLumen store Program-Level SLOs? Not at this time. They will be documented on an Excel spreadsheet that Lauren maintains.

There is no need to discuss SLOs on the General Education level, as the committee recognizes now how much work has already been done and it is more than sufficient.

There was consensus that the following points are agreed upon by the Committee, and will be discussed at Town Hall:

- Core Competencies are LPC’s Degree-Level Outcomes (lead to an AA/AS, or are transfer ready).
- For the Program-Level or Major instructors -- need to write Program Level SLOs.
- For courses which do not lead to a Major, it is optional to write Program Level SLOs.
- The Committee recommends that each Major-Level SLO correspond to at least one of the Course-Level Outcomes.

c. Program-Level Outcomes: Success Stories – Lauren gave some good examples of disciplines which have written some Program-Level Outcomes recently.

d. Small Group Work – Not discussed.

B. SLO Website Survey to Faculty (continued from earlier) *

The committee agreed to review the Zoomerang survey draft at this time. Amber and Scott presented the survey questions on-screen, and they were each discussed. Several changes were made which Scott recorded. The survey will be sent to faculty after the February Town Meeting on SLOs.

Other items mentioned: Scott is able to check the number of hits on the SLO website. The Memorandum of Understanding on SLOs is also the LPC Student Learning Outcome Assessment Philosophy.

E. Reminders to Faculty for Division Meetings

a. The Committee Chair formally requests that all data from assessments conducted this semester be entered into eLumen in a timely fashion.

b. If you have written a program-level, discipline-level, or major-level SLO, please forward it to the Committee Chair for compilation.

c. SLO and eLumen training remain available as needed; please email or call Lauren Hasten (x 1210).

d. Tina Inzerilla has completed a tutorial webpage specifically for adjunct instructors who will be entering data into eLumen. It can be found on the faculty SLO website at: http://www.laspositascollege.edu/slo/adjuncts.php
e. Forms for creating course and program-level SLOs may be downloaded from the faculty SLO website, filled out, and sent to Lauren Hasten for entry in eLumen.  
http://www.laspositascollege.edu/slo/resources.php

VII.  Other

Assuming that the SLO presentation is approved for February 4, 2009, the Committee will be ready to present the items discussed above. In January Lauren will likely ask for some members’ assistance to prepare materials and assist with the presentation.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Sharon Gach
Administrative Assistant

Next Meeting:  Monday, February 2, 2009- 2:30 pm – Room 2411A