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

I. **Set Agenda**
The agenda was set as drafted.

II. **Review of Minutes**
The draft minutes of December 1, 2008 were approved with several changes.

III. **Chair’s Update**

A. **Adjunct-Only Course List** – Adjunct-taught course lists have been received from all divisions now, La Vaughn Hart brought the BCAT list to the meeting. Lauren Hasten reported that full-time instructors have completed about 70-80% of their SLOs, and part-time instructors about 18%.

B. **Town Hall Meeting** – Lauren said that the SLO committee is scheduled to present at the March 4th Town Meeting for 30 minutes. A good use of this time would be closing the loop and intended actions training. Further planning to be done in item VI. E. below.

C. **The SLO Song and Student Video Contest** – Lauren asked if the committee would like to run a contest for students to create videos for the SLO song. The committee liked this idea and proposed a campus-wide contest for video to go with the SLO song soundtrack. This would be a great way to give students a way to buy-in to the SLO concept and process. Students could vote in Fall 2009 on the best video.

Prizes could be solicited for some of the top videos. *The following people will make contacts to solicit prizes:* 
Mark – ask Bookstore for a gift certificate and ask the Foundation for funds/gift certificate; 
Andrij will ask ASLPC for a donation.

IV. **eLumen Update**

Tina Inzerilla reported that eLumen sent a letter to solicit LPC staff ideas on other services they could offer, such as software for student services, library, and assessment. The committee felt that it would like further action on previously requested eLumen enhancements, rather than dilute our focus...
on other areas. Tina will inquire further regarding the purpose of this letter. She will also work with eLumen on several reports and questions that Jim Gioia had on the writing and math center (real time data), and an early alert system. Catherine Eagan asked for additional text to be added to the Closing the Loop/Action Area also, which either Tina or Lauren can add.

Discussion held regarding reports for the accreditation team, will they be actual numbers of percentages. Tina gave examples of reports on-screen and the committee made suggestions:

- Re-phrase “closing the loop” to “preparation for assessment”
- If “X” on assessment is clicked, it goes into the report as a zero, therefore zeroes are from people not inputting their assessments.
- Tina/Lauren could contact the Instructor on whether they are able to input those assessments and offer help. If not, Tina/Laurel could delete those instructors’ set-ups so they do not skew the results.
- It seems difficult to deal with the process when “I am just typing in what I already know.” This is true: it is obvious to the instructor. However, this is what aggregate reporting is, the roll-up of information to higher levels, and it does require input.
- The SLO committee plans to review the aggregate evaluation data before the accreditation survey, and follow-up with instructors to get the most accurate data into eLumen.

Summary: more completion needed in closing the loop/preparation for assessment. Please offer your help as Division meetings to assist our colleagues. Lauren will print each Divisions’ closed-loop summaries for the February 18th Division meetings.

The committee complimented Tina on the excellent reports.

V. College Update

Laurel Jones apologized for not attending this meeting more often, as she is on two committees that meet at the same time; she has asked Jan Noble to attend the SLO Committee in her stead. Laurel reported that there is a ‘war of words’ going on between the California Teachers Association and the Western Association of Schools and Colleges accrediting agency regarding teacher evaluations and SLOs. There have been several letters back and forth, but no compromise on the interpretation at this time. She does not think this is an issue for our accreditation survey as we have studied all issues and documented our college decisions each step of the way.

Laurel complimented the committee for doing phenomenal work on teaching the campus about SLOs, implementing them, integrating them into the planning cycles, and communicating in an excellent way to the whole campus.

Laurel suggested that after the Self Study is printed that the committees meet and review their sections to be conversant on each area and prepared for the accreditation team.

Amber Machamer suggested that all the work the SLO Committee has done and is doing become part of overall college planning. This committee has discussed so many aspects of planning subjects and how they integrate with one another, that it would be helpful is the SLO committee think about being part of the integrated campus discussion on Planning and Programs.
VI. “Topics of the Month”

A. Review of the New Model: Course → Major/Certificate → Degree

Lauren presented a proposed letter to faculty regarding assistance to meet the gaps in SLO reporting, and updating them on the simplified revised model of “Program” and “Institutional”-level SLOs (see attached letter). The committee felt the letter was excellent and asked Lauren to send it to faculty, with one change on #4: “LPC defines ‘Program’-level SLOs as Majors and Certificate SLOs.”

B. Fall 2008 Data – Compliance And Reports

Lauren presented the compiled Fall 2008 SLO data on compliance and reports for members to review later.

C. Review of WASC Rubric

Lauren distributed the WASC rubric page on SLOs with the four levels of implementation: Awareness, Development, Proficiency, and Sustainable Continuous Quality Improvement (see attached). The committee reviewed the levels and it seems that LPC is on the cusp of the Proficiency category. In order to move further into Proficiency, these ideas were mentioned:

- Present ‘closing the loop’ at Town Meeting March 4th
- Add dialogue on ‘SLO problem solving’ into Division meeting agendas; provide time to dialogue and share.
- Perhaps do a short video of discussion of the major steps, hurdles, and how to overcome them.
- Sketch ideas for the Degree level outcomes
- Integrate SLOs firmly into the Program Review process (make sure each program has SLO writing on the Program Review grid)
- Provide staff development time for SLOs; perhaps have video training available on SLO web page.
- Chris Lee asked if areas could tie outcomes into Foundation grants, staff development, etc. Amber replied that if the Outcomes and other college process coordinate and make sense, the area could possibly apply outcomes to coordinate with grants, instructional equipment requests, etc.
- Laurel added that this is the type of thinking the college should be encouraged to move toward – tying SLOs and program review into obtaining resources. This is the concept of Continuous Quality Improvement. The SLOs, Program Review and Planning Process become cyclical and self-creating into new plans and assessments.
- In addition we can begin thinking toward meaningful budget development and resource allocation, which is also the non-monetary items also.
- The Sustainable Continuous Quality Improvement level comes after the year of reflection.

The WASC rubric will be reviewed again in a few months to see where we stand.
D. SLO Faculty Website survey

The Zoomerang SLO Survey is ready to be sent to committee members for evaluation. Scott Vigallon will forward the link to Lauren for distribution. It would be helpful if committee members would give Lauren their final feedback quickly.

E. SLO Town Meeting Planning

The committee planned for the March 4th Town Meeting, and items that the committee will have time to present are likely:

- Reminders about ‘closing the loop’ {a.k.a., “apply the lessons learned”}. This is available on http://www.laspositascollege.edu/SLO/apply.php
- Review the eLumen reports
- If more than 30 minutes are available, some success stories on the Major/Certificate-level outcomes could be presented.

F. Reminders to Faculty

Please remember to mention these things at the Division meetings:

- The SLO Committee Chair formally requests that all data from Fall 2008 be entered into eLumen by the end of February
- All program-level, discipline-level, certificate-level, and major-level SLOs should be forwarded to the Committee Chair for compilation
- A tutorial webpage specifically for entering scores into eLumen is available at: http://www.laspositascollege.edu/slo/adjuncts.php

VII. Other

None.

The meeting was adjourned at 4:15 pm.

Respectfully submitted,

Sharon Gach
Administrative Assistant

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