



LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

SLO Committee:

Members Present (voting):

Chair: Ann Hight

Administrators:

Diane Brady- Absent
Don Miller- Absent
William Garcia- Absent
Amir Law- Absent

Faculty:

Mark Tarte (Faculty Assoc)-Absent
Marty Nash
Angelo Bummer
Akihiko Hirose
Robin Rehagen
Jennie Graham

Student Services:

Rafael Valle

Classified:

Scott Vigallon

Members Present (non-voting):

Director of Research and Planning:

Rajinder Samra-Absent

Academic Senate President (non-voting):

Melissa Korber- Absent

Guests: Don Carlson

Approved Minutes

1. Call to Order

Meeting called to order at 2:34 pm

2. Review and Approval of Amended Agenda (August 28th, 2017)

MOTION to APPROVE draft Agenda

MSC: Graham/Nash/APPROVED

3. Review and Approval of Minutes (May 8th, 2017)

MOTION to APPROVE draft minutes from May 8th, 2017

MSC: Nash/Bummer/APPROVED- 3 Abstentions

4. Review of the Committee Charge

Ann Hight stated the committee should hold off reviewing the committee charge, as the Accreditation Steering Committee is working to separate out and assign the accreditation standards for each committee. The SLO Committee may want to change the charge based on the accreditation standards. Currently, the SLO Committee has more administrators assigned than stated in the charge. We will wait to have our administrators present to discuss.

5. Duties of SLO/ SAO Coordinators

Ann Hight discussed next for the SLO Committee is to focus on training the SLO/ SAO coordinators to make it a simplified process, while collecting enough data for meaningful analysis. Our SLO Liaisons (Marty Nash and Angelo Bummer) have assisted with a draft list of SLO/ SAO Coordinator Duties. Currently, there is a lot of missing mapping in eLumen. Key coordinator duties will be checking for mapping completeness and establishing long-term plan for amassing sufficient data over multiple semesters. There are helpful reports in eLumen to assist the coordinators. eLumen has an automated function that allows coordinators to send out to the instructors of record messages to remind what SLO is being assessed. There was a suggestion that a "best practices" help sheet should be created for SLO Coordinators. There was discussion what should be considered sufficient data, especially with regard to small sections that are not offered on a regular basis. It was decided that should be a department based decision. It was discussed when should old SLOs that have been replaced, should be deactivated. There will need to be more discussion regarding the timeline, as the SLOs need to be accurately represented on syllabi and CurricUNET.

6. Flex Day Workshops

Ann Hight stated that from the discussion she believes that there needs to be two flex day workshops: Writing SLOs and SLO/SAO Coordinator Duties. There was concern that there will not be enough interest in the writing SLOs workshop, in previous writing workshops they have been more interested how to use eLumen. It was decided that instead of the SLO writing workshop, there would be a more general workshop to capture writing SLOs and using eLumen. Ann Hight will attend the Program Review Workshop to help with the SLO planning portion. Madeline Wiest will send out the list of current SLO/ SAO coordinators in eLumen to the Dean's and Committee members. It was discussed that in the coordinator training we want to encourage coordinators to send common assessments to their departments to avoid confusion among adjunct faculty. In preparation for the flex day workshops if there are good examples of best practices we can share to put together a guide for the workshop. We will finalize who on the committee will be assisting with each workshop and the topics next SLO Committee meeting.

7. eLumen Canvas Integration

Scott Vigallon explained that he met with eLumen on August 17th regarding the eLumen and Canvas integration, which is currently not functioning. Hopefully it will work in the future, but there is currently no timeline for when it will be completed. If it does everyone's log in will change to his or her W#, which will need to be done with the assistance of District ITS. All of the students in the system Tech ID's will change to their W# to also match Canvas. We will need to coordinate when this will be done, typically this is not done during the middle of the semester. No changes will be made this semester. The idea is that faculty will go into Canvas to do their assessments and it will automatically go over to eLumen. It was discussed that not all faculty members utilize Canvas and putting all courses automatically on canvas (this would need to be discussed with District ITS). Vigallon stated that in the current version of their integration only Canvas assignment tools will integrate with Canvas.

8. CLSO Review:

a. New Business:

i. AUTO A1: Engine Repair

- **CSLOs- 1.)** Upon completion of AUTO A1, the student should be able to obtain and interpret powertrain data related to the brake system.
 - **CSLO Approved** – This SLO was submitted last semester, but was returned for a spelling error that has been corrected.

ii. AUTO SDR: Specified Diagnostic and Repair

- **CSLO-** Upon completion of AUTO SDR, student should be able to apply safety precautions in shop lab exercises.
 - **CSLO not Approved** – Ann Hight stated that she has reached out to the Automotive Technology faculty about the grammar error in the SLO, but has not yet received a reply.

iii. Automotive SLOs: Courses Unidentified

- **CSLO-** 1.) Student should be able to follow safety guideline in the shop. 2.) Student should be able to follow safety guideline in the shop.
 - **CSLOs Not Approved** - Ann Hight asked Madeline Wiest to remove the SLOs from the eLumen system

iv. ECD 56: Child Growth and Development

- **CSLO-** By the end of ECD 56 students shall be able to identify cultural, economic, political and historical contexts that impact children's development.
 - **CSLO not Approved-** Missing Comma and mapping not completed

v. MUS 10B: Post Romantic/ 20th Century Harmony

- **CSLOs-** 1.) Upon completion of MUS 10B, students will analyze harmonic, melodic, formal, and textural elements of Post-Romantic repertoire using a variety of approaches and techniques. 2.) Upon completion of MUS 10B, the student should be able to analyze harmonic, melodic, formal, and textural elements of Post-Romantic repertoire using a variety of approaches and techniques
 - **CSLOs Approved-** SLOs approved by SLO Committee last semester, but mapping is still not completed

vi. THEA 12: Film as Art and Communication

- **CSLOs-** Students will be able to evaluate a film based on historical, biographical, political, or cultural context.
 - **CSLO not Approved-** Missing "Upon completion of THEA 12", concern over the use of "evaluate" too vague

9. PSLO Review:

b. New Business:

i. Music Technology Career Certificate

- **PSLO-** Upon completion of the certificate in Music Technology, students will be able to engineer, mix, and notate music using industry- standard software and gear.
 - **PSLO not Approved-** Concern regarding the use of "Gear", perhaps "Equipment" more appropriate

10. SAO Review:

c. New Business:

i. Tutorial Center

- **SAO-** Select appropriate metacognitive strategies for tutorial sessions which will lead to student success.
 - **SAO not Approved** – Need introductory phrase ex. “As the result of the attending a tutoring session...”, concern over the use of “lead to student success”

ii. Counseling and Guidance

- **SAO-** 1.) As a result of attending a program planning session, students will articulate an initial education goal (i.e., Certificate, Degree, Transfer). 2.) As a result of attending a program planning session, students will select the appropriate GE pattern or the certificate’s list of the courses required for their educational goal(s). 3.) As a result of attending a program planning session, students will demonstrate knowledge of the number of units required for their educational goal(s).
 - **SAO Approved** – Last SAO not approved as concern regarding working “demonstrate knowledge” and “s” missing at the end of “session”

11. Good of the Order

12. Administrative Update- No Update

13. Adjournment at 4:17 pm

14. Next Regular Meeting (Monday, September 11th, 2017)