



**Amended Approved Minutes**

**1. Call to Order**

Meeting called to order 2:30pm

**2. Review and Approval of Amended Agenda (September 23<sup>rd</sup>, 2019)**

MOTION to APPROVE Amended Agenda

MSC: Rehagen/Whalen/APPROVED

\*Amendment: Move Agenda Item #10 to #5

**3. Review and Approval of Minutes (September 9<sup>th</sup>, 2019)**

MOTION to APPROVE Minutes from September 9<sup>th</sup>, 2019

MSC: Rehagen/ Cearley/APPROVED

**4. Public Comments (This time is reserved for members of the public to address the SLO Committee. Please limit comments to three minutes. In accordance with the Brown Act, the SLO Committee cannot act on these items.)**

**5. ISLOs and GE SLOs**

**Kristina Whalen**

Ann Hight gave a little history to ISLOs on our campus. ISLOs were previously called Core Competencies and that they were updated through Town Hall Workshops. Currently ISLOs are assessed through graduation surveys. Some colleges use GE SLOs and we are currently unsure of the difference between GE SLOs & ISLOs. Ann Hight asked Kristina Whalen to clarify based on her experience at SF City College. While ACCJC does not require both ISLOs & GE SLOs, many of the campuses that they find exemplary have both. An example of a flex day activity from SF City College was reviewed as a way to capture ISLO dialogue across campus and do a SWOT analysis to identify areas for improvement. While there is value in student surveys, there are also issues with self-reported student data. There was discussion of framing ISLOs around institutional set standards and stretch goals as a way to get faculty buy in. The committee would like Rajinder to come to talk about ISLOs, the current surveys, and linking to institutional set standards. There was discussion that it would be best to use both exemplary GE courses and use student surveys to capture as much data as possible.

**6. Review SLO Coordinator Meeting Sign Ups**

**Ann Hight**

Ann Hight and Madeline Wiest went to every division meeting last Wednesday and required SLO Coordinators to sign up for an SLO review session. The SLO review sessions were well received by faculty. An email will be sent out to the committee with the final signup sheet for the SLO Review sessions. Please verify that you are still available. We have sent the signup sheet to departments that are run by adjunct faculty via email and many have signed up. Depending on the number of faculty members that have signed up, we will try to make the committee members time allocations equitable.

**7. Structure of SLO Coordinator Meetings**

**Ann Hight**

At the SLO Coordinator Meetings we will assist with identifying any course or program that still needs SLOs and review current CSLOs and PSLOs for content and structure (SLOs should begin with the phrase: "Upon completion of COURSE ##, students will be able to..."). We will also review completeness of mapping of CSLOs to PSLOs and check assessment library for assessment naming conventions. If there is time, we can work on developing common assessments.

**8. Updating Assessment Library & Reflection Template**

**Ann Hight**

In talking to eLumen to update the assessment library, we will clone the assessments to change the naming convention and update to the current reflection template.

**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**

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

**SLO Committee:**

**Members Present (voting):**

**Chair:** Ann Hight

**Administrators:**

Amir Law

Kristina Whalen

**Faculty:**

Sue Cumbo

Angelo Bummer- Absent

Jennie Graham

Daniel Cearley

Robin Rehagen

**Student Services:**

Michael Schwarz- Absent

**Classified:**

Madeline Wiest

**Members Present (non-voting):**

**Director of Research and Planning:**

Rajinder Samra-Absent

## 9. Developing SLO Coordinator Handbook

Ann Hight

It was discussed that using current SLO directions online, direction put together by the Math & Physics departments, as well as previous flex day SLO Coordinator materials we need to put together an SLO Coordinator Handbook with updated eLumen directions. Ideally this could be put together before Flex Day. Jennie Graham and Daniel Cearley will start to work on this together. The SLO Committee will then work to revise, review and edit. Once completed this will be distributed to all SLO Coordinators. A simple faculty eLumen handbook will also be written, it will only be a couple of pages. We will also need to update the SLO Handbook, which is more theoretical and less hands-on instruction.

## 10. Flex Day- SLO Coordinator Workshop

Ann Hight

The feedback we have received is that there are currently two SLO barriers. 1.) eLumen is hard to use. 2.) SLOs are not useful. This semester we will work to get everyone to have quality of SLOs/ PSLOs. We will use the first hour to discuss best practices for closing the loop and utilizing SLO data. This will be a good precursor to next year's further program review updates. We can use the second hour to provide one-on-one assist either to beta test our new SLO Coordinator eLumen directions or further SLO/PSLO revisions.

## 11. CSLO Review

### a. New Business:

#### i. ANTR 1: Biological Anthropology

1. Upon completion of ANTR 1, students will be able to deconstruct the biological concept of "race."
2. Upon completion of ANTR 1, students will be able to describe and identify fossil hominid species.

- CSLOs Approved

#### ii. ANTR 2L: Archaeology Field Lab

1. Upon completion of ANTR 2L, students will be able to use theory to interpret archaeological data.
2. Upon completion of ANTR 2L, students will be able to collect, measure, photograph, and curate common archaeological materials and artifacts.
3. Upon completion of ANTR 2L, students will be able to demonstrate the sequence and procedures for archaeological field survey and excavation.

- CSLOs Approved- There was discussion around the use of the word "curate". It was decided that even though students may not know this word on the first day of class, they will understand its meaning by the end of the course.

#### iii. CNT 8003: Cisco CCNA3 Scaling Networks

1. Upon completion of CNT 8003, students will be able to configure and troubleshoot routers in a routed IPv4 or IPv6 network using single-area OSPF.

- CSLOs Approved

#### iv. NESL 220A: Intermediate Grammar for Reading and Writing

1. Upon completion of NESL 220A students should know the verb forms (base form, past form, past participle, and present participle) and verbs that are frequently followed by a gerund or an infinitive for the verbs on the 0-1000 word list and select verbs from the 1000-2000 word list.

- CSLOs Not Approved- SLOs do not match mirrored courses.

#### v. NESL 220B: High- Intermediate Grammar for Reading and Writing

1. Upon completion of NESL 220B, students should know the verbs forms (base, past, past participle, and present participle) and verbs that are frequently followed by a gerund or an infinitive from the verbs on the list of most common 0-2000.

- CSLOs Not Approved- SLOs do not match mirrored courses.

#### vi. NESL 231A: Beginning Reading and Writing

1. Upon completion of NESL 231A, students should be able to produce paragraphs of 8 -12 sentences that demonstrate level-appropriate and coherent writing through organization, development and language use.

- CSLOs Approved

#### vii. NESL 231B: High-Beginning Reading and Writing

1. Upon completion of NESL 231B, students should be able to produce a paragraph of 12-15 sentences that demonstrate level-appropriate and coherent writing through organization, development and language use.

- CSLOs Approved

**12. Reports**

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|--------------------------------|---------------------------|
| a. Chair's Report- None        | Ann Hight                 |
| b. Administrative Report- None | Kristina Whalen/ Amir Law |

**13. Good of the Order:** LPC's Student Learning Outcomes web page is featured on National Institute for Learning Outcomes Assessment (NILOA). <https://www.learningoutcomesassessment.org/featured-websites>

**14. Adjournment** at 4:18pm

**15. Next Regular Meeting** (Monday, October 14<sup>th</sup>, 2019)