



## 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  
Jennie Graham  
Daniel Cearley  
Robin Rehagen

### **Student Services:**

Michael Schwarz

### **Classified:**

Madeline Wiest

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

### **Director of Research and Planning:**

Rajinder Samra-Absent

## Approved Minutes

### 1. Call to Order

Meeting called to order 2:32pm

### 2. Review and Approval of Amended Agenda (October 28<sup>th</sup>, 2019)

MOTION to APPROVE Amended Agenda

MSC: Graham/Schwarz/APPROVED

*\*Amendment: Spanish AA-T/Certificate PSLOs updated*

### 3. Review and Approval of Minutes (October 14<sup>th</sup>, 2019)

MOTION to APPROVE Minutes from October 14<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. eLumen Instructions for Faculty

**Ann Hight**

The current faculty eLumen instructions from Physics, Math and Biology were reviewed. It was decided to utilize Physics instructions, with minor changes, to update the website and distribute to the campus. Many new & part-time faculty are unsure of how to use eLumen. It was discussed that spreadsheets for assessment cycle and converting grades to the assessment scale should be created. Flex Day was a huge success! However, we still need a way to communicate best assessment practices to the campus. Perhaps this can be done through a Town Meeting breakout session in the spring. Any best practices that you see please send to Madeline to compile.

### 6. Planning for SLO Assessment

**Ann Hight**

Ann Hight stated that it has been suggested that we need a tracking mechanism so that every SLO for every course is being assessed within a three-year cycle for accreditation. This becomes a complicated process, due to curriculum changes, SLO changes, course scheduling and PSLO mapping. For SAOs, one or more SAOs need to be assessed in each program every year and all SAOs in a program should be assessed in a three-year cycle. Having this chart will be very helpful for discipline coordinators in terms of planning and the accreditation process. Robin Rehagen will create a draft chart for the SLO Committee to review.

### 7. Priorities for SLO Committee

**Ann Hight**

Ann Hight stated that the committee has done a lot of work this semester setting up eLumen for coordinators and reviewing over 800 new/revised SLOs. Some priorities for the SLO Committee continue to be finalizing the SLO Coordinator & Faculty eLumen Handbooks, GE ISLOs, and the SLO Committee Handbook.

### 8. PSLO Review

#### a. New Business:

#### i. Actors Conservatory Certificate of Achievement

1. Upon completion of the Actors Conservatory, the student should be able to apply the learned techniques of acting in a public performance of various genres of theater, or other types of personal creative work, synthesizing acting, movement, and vocal skills into a truthful theater performance.
2. Upon completion of the Actors Conservatory, students should be able to demonstrate a professional work ethic within a professional framework of collaboration in rehearsal and performance.

3. Upon completion of the Actors Conservatory, students should be able to exhibit a portfolio of academic and performance work through engagement and experiences aimed at a deeper and more profound understanding of the craft of theater and the cultural importance of the art form.
  - PSLOs Approved
- ii. Acting Certificate of Achievement
  1. Upon completion of the Acting Certificate, students should be able to develop an understanding of the role of a character within the context of a play and create a unique character portrayal in emotional, physical, and vocal life.
  2. Upon completion of the Acting Certificate, students should be able to make complex, creative, and bold acting choices during the rehearsal process as a means of creative exploration.
  3. Upon completion of the Acting Certificate, students should be able to work collaboratively with fellow actors and production staff, demonstrating an understanding of the professional work ethic of an actor.
  4. Upon completion of the Acting Certificate, students should be able to examine and perform within major genres of theater from world theatrical history.
    - PSLOs Approved
- iii. Alternative Fuels AS
  1. Upon completion of the AS Degree in Alternative Fuels in the student will be able to, diagnose alternative fuel systems.
  2. Upon completion of the AS Degree in Alternative Fuels in the student will be able to, perform high voltage disable procedures.
  3. Upon completion of the AS Degree in Alternative Fuels in the student will be able to, apply safety procedure relating to alternative fuels and high voltage.
    - PSLOs Approved- Update to standard formatting. PSLO 3- change to “procedures”.
- iv. Alternative Fuels Certificate of Achievement
  1. Upon completion of the Certificate of Achievement in Alternative Fuels in the student will be able to, diagnose alternative fuel systems.
  2. Upon completion of the Certificate of Achievement in Alternative Fuels in the student will be able to, perform high voltage disable procedures.
  3. Upon completion of the Certificate of Achievement in Alternative Fuels in the student will be able to, apply safety procedure relating to alternative fuels and high voltage.
    - PSLOs Approved- Update to standard formatting. PSLO 3- change to “procedures”.
- v. Automotive Master AS
  1. Upon completion of AS Degree in Automotive master the student will be able to, diagnose engine mechanical issues.
  2. Upon completion of AS Degree in Automotive master the student will be able to, diagnose electrical issues.
  3. Upon completion of AS Degree in Automotive master the student will be able to, diagnose emission issues.
    - PSLOs Approved- Update to standard formatting. Capitalize “Master.”
- vi. Automotive Master Certificate of Achievement
  1. Upon completion of the Certificate of Achievement in Automotive master the student will be able to, diagnose engine mechanical issues.
  2. Upon completion of the Certificate of Achievement in Automotive master the student will be able to, diagnose electrical issues.
  3. Upon completion of the Certificate of Achievement in Automotive master the student will be able to, diagnose emission issues.
    - PSLOs Approved- Update to standard formatting. PSLO 3- “teardown” two words.
- vii. Automotive Mechanical AS
  1. Upon completion of the AS Degree in Automotive Mechanical the student will be able to, diagnose engine mechanical issues.
  2. Upon completion of the AS Degree in Automotive Mechanical the student will be able to, measure engine components and compare to specifications.
  3. Upon completion of the AS Degree in Automotive Mechanical the student will be able to, teardown, inspect and reassemble engines.
    - PSLOs Approved- Update to standard formatting. PSLO 3- “teardown” two words.

viii. Automotive Mechanical Certificate of Achievement

1. Upon completion of the Certificate of Achievement in Automotive Mechanical the student will be able to, diagnose engine mechanical issues.
2. Upon completion of the Certificate of Achievement in Automotive Mechanical the student will be able to, measure engine components and compare to specifications.
3. Upon completion of the Certificate of Achievement in Automotive Mechanical the student will be able to, teardown, inspect and reassemble engines.

- PSLOs Approved

ix. Commercial Music: Piano Teaching Fundamentals Certificate of Achievement

1. Upon completion of the Certificate of Achievement in Commercial Music: Piano Teaching Fundamentals, students will be able to teach a series of effective piano lessons tailored to a specific student's strengths and weaknesses.
2. Upon completion of the Certificate of Achievement in Commercial Music: Piano Teaching Fundamentals, students will be able to create a business plan for a successful independent piano teaching studio.
3. Upon completion of the Certificate of Achievement in Commercial Music: Piano Teaching Fundamentals, students will be able to utilize a variety of piano teaching methods and approaches in a private or group lesson.

- PSLOs Approved

x. Company Officer Certificate of Achievement

1. Upon completion of the Certificate of Achievement in Company Officer, students will be able to demonstrate the use of human resources to accomplish assignments of a company officer such as personnel professional evaluations and performance reviews.
2. Upon completion of the Certificate of Achievement in Company Officer, students will be able to identify the steps of certification in the Company Officer certification track.
3. Upon completion of the Certificate of Achievement in Company Officer, students will be able to identify conducting incident size-up, developing and implementing an initial plan of action involving single and multi-unit operations for various types of emergency incidents.
4. Upon completion of the Certificate of Achievement in Company Officer, students will be able to demonstrate how to implement a plan of action to deploy incident resources completing all operations to suppress a wild land fire incident.
5. Upon completion of the Certificate of Achievement in Company Officer, students will be able to demonstrate the ability to teach and deliver instruction from a prepared lesson plan utilizing instructional aids and evaluation instruments.

- PSLOs Approved

xi. Film Studies AA & Certificate of Achievement

1. Upon completion of the AA in Film Studies, students will be able to describe the historical development of film-making and identify major historical film styles.
2. Upon completion of the AA in Film Studies, students will be able to describe the impact of film on modern media and culture.
3. Upon completion of the AA in Film Studies, students will be able to analyze film form and content using the major approaches of film criticism.
4. Upon completion of the AA in Film Studies, students will be able to create a short film, incorporating general knowledge of film production (e.g. narrative, mise-en-scene, cinematography, acting, editing, and film sound).

- PSLOs Approved

xii. Horticulture Certificate of Completion

1. Upon completion of the Certificate of Completion in Horticulture, students will be able to demonstrate a basic understanding of the field of horticulture and possible career opportunities.
2. Upon completion of the Certificate of Completion in Horticulture, students will be able to identify plants and be able to select their proper care and maintenance.
3. Upon completion of the Certificate of Completion in Horticulture, students will be able to demonstrate an understanding of the maintenance requirements for trees, vines, shrubs, perennials, annuals, and turf.

4. Upon completion of the Certificate of Completion in Horticulture, students will be able to demonstrate an understanding of propagation of plants by seed and vegetative cuttings.
  - PSLOs Not Approved- Ann Hight will reach out for further clarification.
- xiii. Light Duty Diesel AS
  1. Upon completion of the AS Degree in Light Duty Diesel the student will be able to, diagnose electronic diesel systems.
  2. Upon completion of the AS Degree in Light Duty Diesel the student will be able to, repair diesel engine mechanical systems.
  3. Upon completion of the AS Degree in Light Duty Diesel the student will be able to, diagnose and repair diesel turbo systems.
    - PSLOs Approved- Update to standard formatting.
- xiv. Light Duty Diesel Certificate of Achievement
  1. Upon completion of the Certificate of Achievement in Light Duty Diesel the student will be able to, diagnose electronic diesel systems.
  2. Upon completion of the Certificate of Achievement in Light Duty Diesel the student will be able to, repair diesel engine mechanical systems.
  3. Upon completion of the Certificate of Achievement in Light Duty Diesel the student will be able to, diagnose and repair diesel turbo systems.
    - PSLOs Approved- Update to standard formatting.
- xv. Musical Theater Certificate of Achievement
  1. Upon completion of the Musical Theater Certificate, students should be able to synthesize acting, movement, dance, and singing skills into a truthful musical theater performance.
  2. Upon completion of the Musical Theater Certificate, students should be able to examine and perform within major genres of American Musical Theater.
  3. Upon completion of the Musical Theater Certificate, students should be able to practice, perform, and memorize scales, chords, and simple harmonic progressions.
  4. Upon completion of the Musical Theater Certificate, students should be able to demonstrate knowledge of the basic anatomy and physiology involved in tone production and of the respiratory system and its contribution to singing.
  5. Upon completion of the Musical Theater Certificate, students should be able to demonstrate a professional work ethic within a professional framework of collaboration in rehearsal and performance.
    - PSLOs Approved- Correct to be "Certificate of Achievement"
- xvi. Smog Technician AS
  1. Upon completion of the AS Degree in Smog Technician the student will be able to, apply and take the California Smog test.
  2. Upon completion of the AS Degree in Smog Technician the student will be able to, diagnose emission issues.
  3. Upon completion of the AS Degree in Smog Technician the student will be able to, diagnose engine mechanical issues.
    - PSLOs Approved- Update to standard formatting. PSLO 1- Remove "Able to", add "for" after "apply".
- xvii. Smog Technician Certificate of Achievement
  1. Upon completion of the Certificate of Achievement in Smog technician the student will be able to, apply and take the California Smog test.
  2. Upon completion of the Certificate of Achievement in Smog technician the student will be able to, diagnose emission issues.
  3. Upon completion of the Certificate of Achievement in Smog technician the student will be able to, diagnose engine mechanical issues.
    - PSLOs Approved- Update to standard formatting. PSLO 1- Remove "Able to", add "for" after "apply".
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- xviii. Spanish AA-T
  1. Upon completion of the AA-T in Spanish, students will be able to demonstrate oral competence in the Spanish Language by using correct grammar, vocabulary, and appropriate register.
  2. Upon completion of the AA-T in Spanish, students will be able to demonstrate written competence in the Spanish language by using correct grammar, vocabulary, and appropriate register.

3. Upon completion of the AA-T in Spanish, students will be able to demonstrate to have a clear understanding of the cultures of the Spanish-speaking world.
4. Upon completion of the AA-T in Spanish, students will be able demonstrate the ability to analyze and interpret Spanish texts according to their cultural, literary and/or linguistic content.
  - PSLOs Approved- PSLO 3- Remove “be able to demonstrate”, PSLO 4- Remove “demonstrate the ability to”.
- xix. Spanish Certificate of Achievement
  1. Upon completion of the Certificate of Achievement in Spanish, students will be able to demonstrate oral competence in the Spanish Language by using correct grammar, vocabulary, and appropriate register.
  2. Upon completion of the Certificate of Achievement in Spanish, students will be able to demonstrate written competence in the Spanish language by using correct grammar, vocabulary, and appropriate register.
  3. Upon completion of the Certificate of Achievement in Spanish, students will be able to demonstrate to have a clear understanding of the cultures of the Spanish-speaking world.
  4. Upon completion of the Certificate of Achievement in Spanish, students will be able to demonstrate the ability to analyze and interpret Spanish texts according to their cultural, literary and/or linguistic content.
    - PSLOs Approved- PSLO 3- Remove “be able to demonstrate”, PSLO 4- Remove “demonstrate the ability to”.
9. Reports
  - a. **Chair’s Report** **Ann Hight**

Ann Hight stated that there will be a final SLO Work Session on Nov. 4<sup>th</sup>. The committee members should be receiving directions for reading program reviews. Karin Spirn has already sorted though and assigned ones that will provide the best evidence for the next accreditation cycle. Any great examples of SLO work should be sent to Kristina for chaptering.
  - b. **Administrative Report** **Kristina Whalen/ Amir Law**

Kristina thanked the committee for all of their hard work getting every course and program to have quality SLOs/PSLOs. To meet accreditation standards all courses and programs need to have SLOs/PSLOs to go into the catalog.
10. **Good of the Order:** Ann Hight- We received a lot of great feedback about Flex Day and how it helped faculty advance their teaching. Thank you to the committee for all of their hard work! There was discussion regarding the timeline for the SLO Coordinator Handbook and adding content regarding mapping and courses not being uploaded to eLumen until census. The draft will be sent out to the committee for review before our next meeting.
11. **Adjournment** at 4:25pm
12. **Next Regular Meeting** (Monday, November 25<sup>th</sup>, 2019)