



Approved Amended Minutes

1. Call to Order

Meeting called to order 2:30pm

2. Review and Approval of Amended Agenda (February 10th, 2020)

MOTION to APPROVE Agenda

MSC: Graham/Whalen/APPROVED

3. Review and Approval of Amended Minutes (January 27th, 2020)

MOTION to APPROVE Amended Minutes from January 27th, 2020

*Amendment: Emily Jackson- Name Correction

MSC: Graham/Whalen/APPROVED – 1 Abstention

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. Accreditation mid-term report

Ann Hight stated that she attended the SLO Symposium in Monterey and learned best practices from other colleges. Kristina Whalen explained that our college's last midterm report was done under the old ACCJC standards. Now the committee needs to be looking at how to meet the new standards. Notifications have been sent out to committees regarding the "Fall Harvest" of evidence for the institutional self-report for standards that have been mapped to their committees. The Accreditation Steering Committee will be going through the evidence to build the narrative. Part of that evidence will be that every course has student learning outcomes and that they have been assessed.

Ann Hight stated that the midterm report showed a lack of data in eLumen. Under the new standards, it was highlighted at the conference that accreditors are looking that we have a process and provide evidence that you are following it. An example of a college that is doing a best practice and successfully went through the accreditation process was Canada College. Their policy is that all courses must be assessed within three years. They required each department fill out a chart showing their assessment schedule and posted it to their website. Our current practice is every SLO must be assessed within three years. Changing to a similar policy would allow us to make SLOs more meaningful for faculty, for instance framing it around a research question. Pros and Cons of changing the process and lack of reassigned time for coordinators and liaisons were discussed. Any change to our policy will need to be brought to Academic Senate for review.

6. New courses, new SLOs, and the syllabus

Ann Hight gave kudos to Craig Kutil for keeping SLOs off of course outlines, as other colleges have reported that this creates logistical issues with updating SLOs. However, due to courses not being uploaded into eLumen until they are offered, there are currently 133 courses estimated to not have SLOs. We need to create a solution. Ann Hight will meet with Craig Kutil and Elizabeth Owens Curriculum Co-Chairs to problem solve.

7. CSLO Review

a. New Business

i. BUSN 52: Business Communications

1. Upon completion of BUSN 52, the student should be able to evaluate the quality of business communication.
2. Upon completion of BUSN 52, the student should be able to plan for a job interview.

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:

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

Guests:

Emily Thompson

3. Upon completion of BUSN 52, the student should be able to solve a variety of communication problems.
 - CSLOs Approved
- ii. BUSN 53: Business Correspondence
 1. Upon completion of BUSN 53, the student should be able to solve a variety of communication problems.
 2. Upon completion of BUSN 53, the student should be able to explain the writing process for business professionals.
 3. Upon completion of BUSN 53, the student should be able to produce a variety of business written materials.
 - CSLOs Approved
- iii. PSYC 17: The Psychology of Sleep and Dreams
 1. Upon completion of PSYC 17, the student should be able to discuss the major theories and concepts of sleep and dreams.
 2. Upon completion of PSYC 17, the student should be able to analyze the methods used in the scientific study of sleep and dreams behavior.
 3. Upon completion of PSYC 17, the student should be able to describe the biological foundations of sleep and dreams.
 4. Upon completion of PSYC 17, the student should be able to explain the regulation of biological rhythms including the sleep/ wake cycle.
 5. Upon completion of PSYC 17, the student should be able to evaluate the effects of healthy and unhealthy sleep practices.
 6. Upon completion of PSYC 17, the student should be able to contrast the causes and treatments for the major sleep disorders.
 - CSLOs Not Approved- Several SLOs can be combined. Ann High will work with the faculty member.

8. Reports

a. Chair's Report

Ann Hight stated she hopes next year more members of the committee can attend the SLO Symposium. Hopefully we will have great attendance at our Flex Day Workshops.

Ann Hight

b. Administrative Report

Kristina Whalen stated that it was the first day of our new college president Dyrell Foster. She is currently looking for a faculty lead for the self-assessment report.

Kristina Whalen

9. **Good of the Order:** None

10. **Adjournment** at 4:15pm

11. **Next Regular Meeting** (Monday, February 24th, 2020)