



# MINUTES

**Committee Name:** Outcomes Assessment Committee

**Date:** November 3, 2020

**Time:** 9:00a.m.-11:00a.m.

**Location:** Zoom only

<https://cccconfer.zoom.us/j/99817689654?pwd=Yk9uTU0rMFBrUm9lMlpWanpJdHdHdz09>

Password: 857164; Meeting ID: 998 1768 9654; +1 669 900 6833 (US Toll)

**Members:** Vivian Baker, Christine Small, Lucila Gonzalez-Cirre, Jan Moline, Jaclyn Kessler, Corey Marvin, Dawn Ward, Melanie Jeffrey, John Elder (IR).

## Call to Order

### 1. Approval of Agenda

- 1) Add introduction of Tyrone Ledford
- 2) Committee Composition Discussion (Handbook Additions)

### 2. Approval of October minutes (J. Moline) and Action Items

### 3. eLumen

- 1) 4.1 Update – Dawn
  - 3.1.1.1 eLumen PLO mapping is missing
    - 3.1.1.1.1 Child Development mapping as template
    - 3.1.1.1.2 Currently missing some
  - 3.1.1.2 Assessment Planning in eLumen was not functioning normally
  - 3.1.1.3 Tickets into eLumen for Assessment Planning and PLO mapping
  - 3.1.1.4 25+ courses being assessed and entered in eLumen

### 4. Review of new AUP – Dawn/Corey

4.1 Step 2b regarding SLO assessment and gaps

- 1) Corey added changes to the online AUP template
  - 4.1.1.1 Reported Gap
  - 4.1.1.2 Autofill in subsequent year, the department could then follow up and address the plan for improvement, results, reminder to schedule follow up or initiate the plan for improvement.



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- 4.1.1.3 Autofill would work in the same way the form auto fills the initiatives year to year
  - 2) Use the template to review the AUPs and see if b) 2. Request needs to be reworded to capture the differences from year to year
- 4.2 Any notes of changes to take page to IEC

## 5. SLO handbook

- 5.1 Revisions – please bring revisions, additions to the meeting
  - 5.1.1.1 Dawn found some language from SLOs to update the SLO EXAMPLES for the handbook
  - 5.1.1.2 Dawn placed them in the print out, we do not have use all of them but select a representative sample from the best-written SLOs.
  - 5.1.1.3 Quick-link access to examples, provide more examples than would be expedient in the template. Create a handout and link to handbook: for “more examples.”
  - 5.1.1.4 PLOs need to be updated as well.
- 5.2 Include committee composition to reflect an even distribution of faculty
  - 1) Currently
    - 5.2.1.1 CTE
    - 5.2.1.2 Counseling
    - 5.2.1.3 Languages
      - 5.2.1.3.1 English and Spanish
    - 5.2.1.4 MATH
      - 5.2.1.4.1 Site and PR (same faculty member, currently)
        - 5.2.1.4.1.1 Site rep can be Classified, Faculty, or Management
        - 5.2.1.4.1.2 PR can vary among Faculty as the Chair of PR changes
- 5.3 Finished Draft for February to go to Academic Senate
  - 5.3.1.1 OAC to approve in 02/02/21 meeting
  - 5.3.1.2 Present to ASEC on 02/04/21
  - 5.3.1.3 Present to AS on 02/18/21

## 6. Review of Action Items

- Corey – Presidential cabinet input (admin program reviews, assistance)
- Corey – check with Heather and Lisa about training for AOU's work with for meeting with Ryan and Dawn

## 7. Future Agenda Items: eLumen process/training, SLOs, AUPs, Program Reviews



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8. Future Meeting Dates: ~~October 6, November 3,~~ December 1, February 2, March 2, April 6, and May 4.

8.1 December 1, email call out cover any action items, Handbook revisions still pending going into February 2 meeting

## 9. Adjournment

Meeting Chair: Dawn Ward

Recorder: Jan Moline