SLO Meeting Minutes

March 19, 2012

2:45 – 4:15 pm

MCW-312

Attendees: Susan Bricker, Tania DeClerck, Ayanna Gaines, Ty Gardner, Corinna McKoy, Lydia Matthews-Morales, Deborah Newcomb, Kathy Scott, Jaclyn Walker, Jeff Weinstein

Minutes: Beth Doyle

1. Call to Order

The meeting was called to order at 2:49 pm. This is an additional meeting; not one of the regularly scheduled meetings.

1. Public Comments

There weren’t any public comments.

1. Announcements/Information Items
2. Institutional/GE SLOs

K. Scott reported that our Institutional/General Education SLOs passed through the Senate very quickly and were approved.

1. Action Items
2. Minutes (two meetings)

January 17th meeting

Walker motioned to approve the minutes with Weinstein seconding, then minutes approved by all of the committee.

February 14th meeting

Newcomb motioned to approve the minutes with Matthews-Morales seconding, then minutes approved by all of the committee.

1. Discussion Items
2. Letter from ACCJC re SLO compliance

K. Scott reported that we received a letter from ACCJC regarding SLO compliance. It was formal notification that we have to report on our SLO process at the end of Fall 2012. The first week of April, the ACCJC will be letting us know how they want the SLO information reported. K. Scott and Gardner proposed that Ventura College focus on Program and General Education-level SLOs. As far as reporting to ACCJC, K. Scott said we are in pretty good shape because we have been doing course-level SLOs for three semesters. For program-level SLOs, Newcomb is piloting them for Medical Assisting, Mark Pauley and Andrea Horigan are piloting them for Human Services, and Jennifer Parker is piloting them for Child Development. We will use them as a model to go forward. K. Scott said that we will probably be asked for evidence regarding our SLOs.

1. TracDat update

K. Scott said we are definitely going with TracDat. Moorpark College decided to go in on TracDat with us also. It will be used for SLOs and Program Review. Gardner thought eLumen looked really good but thought it might get complicated.

c/d. Piloting of program level SLO assessments/ Institutional/GE SLO assessments

K. Scott asked Newcomb how things are going with the program level SLOs for Medical Assisting. Newcomb reported they are ready; she just needs the forms. Newcomb said they did a course level SLO that linked to a program-level SLO that linked to an institutional level SLO. She said every single student turned in the assignment which was great.

K. Scott said Parker came in to talk to her and said she needed to understand how everything links together. That is when she asked Parker to do program level SLOs for Child Development. K. Scott provided a handout from Child Development. Gardner said the thing to notice about this particular mapping is that it may be a little bit different from others. One of the concerns was when to measure or not measure. K. Scott and Gardner went over the form and the mapping.

K. Scott said, when we look at the mapping for various disciplines, it’s inconsistent. This applies to areas that have degrees and certificates. The disciplines that have M’s all over the place may not have degrees or certificates. Gardner said areas that don’t have degrees may be able to drop the program-level SLOs and work on the institutional level SLOs. K. Scott mentioned that WASC has told us to focus on the areas that have degrees. K. Scott said with the institutional level SLOs we want to look at the larger issues. Are our students doing better with Writing Across the Curriculum and Speech?

K. Scott passed out the Cohesive Curriculum handout and asked the committee what they thought of the mapping. Discussion took place. K. Scott asked the committee to look at the mapping of their programs that are online – college information, SLOs, instructional programs (Beth will send them the link) and see if there are any mapping problems with their instructional programs. She instructed them to go to the Ventura College website, click on College Information, then click on Student Learning Outcomes. (Beth will email the committee the link.) We are asking people to look at their Program Level SLOs and take a look at their mapping. K. Scott said the services will have to link in to the Institutional level SLOs. K. Scott announced that Newcomb is going to be an SLO facilitator in Fall 2012. Gardner will continue in the Fall as well.

1. Multi-year assessment plan – K. Scott said she has been trying to create a rotational plan so that the course level SLOs are getting done every so often and so that everything meshes together and we are doing a good job. Scott said she feels that instructors are being overworked, so she came up with some ideas of rotation. K. Scott handed out an example of a multi-year assessment plan for discussion purposes. K. Scott told the committee that she talked to Dave Keebler about Program Review. Program Review was really monumental last year. What is going to be done in the future is to perhaps focus on three things instead of the whole big picture. Program Review will not be the same as it was in Fall 2011. K. Scott said each program will have to come up with a plan using something like the handout as a guideline. K. Scott said they also want to give a break to the people who do their work; they would have a semester off periodically. The programs that are not doing their work would not have a break. Scott asked the committee how they liked the rotation plan. Morales liked the part about giving a break. K. Scott stated that Calote wants all the courses done in a two-year period. CLU has a seven-year cycle.

Gardner said they chose the simplest route.

De Clerck asked how would you determine who is in group A and group B.

K. Scott stated that the Services SUOs will map to the Institutional level SLOs. There may be a point where we blend them together seamlessly. K. Scott asked if we are constantly assessing, when are we actually doing the changes that we want.

Bricker said to remember that we also have the option to continue the SLOs from semester to semester. K. Scott asked if the services feel like they are overwhelmed. Bricker said if there is adequate staffing, they will not be overwhelmed. Bricker said she would like a more defined path for the Services.

K. Scott said she will make up a separate chart for the services.

K. Scott stated that a hybrid will probably have to be created for the people that straddle the services and instructional lines. Library is different because they don’t have an actual course where Counseling and EAC have courses and services. Gardner said that perhaps it could be done with an SUO.

Walker said she wanted to clarify – will English do Institutional level SLOs where it says program level and the answer was yes because English does not have a degree.

K. Scott worries about the programs with degrees and certificates because they have to do so much more work than everyone else.

Gardner suggests that areas look at how they deal with this. For the moment, re-look at your program level SLOs, mapping and think about the rotational plan – how can we make it sustainable where we aren’t killing people? We have to be ready for Fall.

1. Ty Gardner - Communications with department chairs

He’s giving the department chairs forms so they know what he is checking up on with them, i.e., closing the loop.

1. Other

There were no other comments.

1. Adjournment – the meeting adjourned at 4:01 pm.

The next meeting is April 10, 2012, 3:00 – 4:30 pm in MCW-312.